

Crossley Street Primary School



Mobile Phone & Smart Watch Policy

March 2026

Introduction

At Crossley Street Primary School, the welfare and well-being of our pupils is of paramount importance. This policy on the use of mobile phones and smart watches in school - and whilst in the presence of children - has been drawn up in the best interests of pupil safety and staff professionalism.

Related policies

- ❖ Child Protection Policy
- ❖ Staff Code of Conduct
- ❖ Educational Visits
- ❖ E-Safety Policy

Aims

This policy aims to establish clear guidelines regarding the use of mobile phones and smartwatches in school to ensure a safe, respectful and focused learning environment for all pupils. Our key objectives are to:

- **Prioritise Safeguarding** – Protect pupils from potential risks associated with mobile phones and smartwatches, including online safety concerns, unauthorised recording and location tracking.
- **Minimise Distractions** – Ensure that learning remains the primary focus during the school day by preventing disruptions caused by mobile devices.
- **Promote Social Interaction** – Encourage children to develop communication and social skills through face-to-face interactions rather than reliance on digital devices.
- **Support Digital Responsibility** – Teach pupils the importance of appropriate and responsible technology use, helping them develop healthy habits for the future.
- **Ensure Fairness and Equality** – Maintain a consistent approach for all pupils, preventing issues related to device ownership, social status or potential misuse.
- **Enhance Security and Reduce Loss or Theft** – Reduce the risk of devices being lost, damaged, or stolen while at school or on school trips.

By implementing this policy, we aim to create a safe, inclusive and productive learning environment where children can focus on their education without unnecessary distractions.

Use of mobile phones/smart watches

Children:

- Year 5 and 6 children are allowed to bring phones to school without written permission from parents/carers being required; however, this permission will be sought for children in all other year groups.
- The use of mobile phones on school grounds before or after school is not permitted for all children and adults
- Children are not permitted to have mobile phones on their person in the school building or on school visits.
- All mobile phones must be turned off before entering the school premises and handed in to the class teacher for safe storage during the day at the school office. These can be collected at home time.

- Children must not wear watches/smart watches to school that can be used to communicate, access the internet, record or take photographs/videos.
- No gaming devices are allowed in school under any circumstances.
- Mobile phones brought into school without permission, inappropriate watches and gaming devices will be confiscated and must be collected by a parent/carer at a time of their convenience.

Please be advised that all mobile phones, smart watches and gaming devices brought into school are the responsibility of the owner. The school cannot accept liability for loss, theft, or damage to any such devices. Children who bring these devices to school do so entirely at their own risk.

Staff:

- Staff must have their mobile phones and smart watches on 'silent' or switched off during class time and contact time with children.
- Staff may not make or receive calls during teaching time. If there are extreme circumstances (e.g. sick relative) the member of staff will speak with the headteacher. Permission may be provided so that the member of staff can have their mobile phone on in case of having to receive an emergency call/message.
- Use of mobile phones must be limited to non-contact time when no children are present.
- If members of staff stream their school emails to their mobile phones, the phones must be protected with a four/six digit passcode lock, or with biometric security.
- Staff phones are brought to school at the owner's risk and are not covered by school insurance policies.
- Mobile phones should be kept out of sight (e.g. drawer, handbag, pocket) wherever possible when staff are with children unless they are required to access authentication codes for online systems such as CPOMs.
- Calls/texts must be made/received in private during non-contact time.
- Mobile phones will never be used to take photographs/videos of children or to store their personal data.
- Smart watches may be worn by staff, but calls and messages must not be responded to in the presence of children.
- Mobile phones may be used in an evacuation or lockdown scenario in school – specifically to access a shared WhatsApp group for communication.

Parents, volunteers and other visitors:

- **The use of mobile phones on the playground before or after school is strictly prohibited. Mobile phones must remain out of sight at these times.**
- Volunteers/visitors must have their mobile phones and smart watches on 'silent' or switched off in the school building or in the presence of children.
- If you are attending an event, such as a celebration assembly or a sporting event, we request that you do not use your phone, other than to take pictures of your child, at the appropriate time. Please do not sit using your phone whilst children are around, eg, whilst waiting for the assembly hall to fill up.

- Any pictures or videos taken on a mobile phone by parents/carers during school events (e.g. Sports Day, Christmas performances, assemblies etc.) must be of their own children where possible and not shared on any social media site/app.
- Mobile phones must be kept out of sight during times of volunteering for school and volunteers/visitors **MUST NOT** send messages via social media and instant messaging platforms (e.g. Facebook, X, Snapchat, WhatsApp, Instagram) or take photos/videos during times of volunteering.
- Mobile phones may be used by volunteers/visitors for emergency purposes only during educational visits, but this should be done when not in the presence of the children.
- Smart watches may be worn by volunteers/visitors, but calls and messages must not be responded to in the presence of children.

We kindly ask parents/carers to avoid using mobile phones on the school playground. This helps create a warm and connected environment where our children feel fully seen and supported at drop-off and collection times. Your presence makes a big difference — thank you for helping us foster a mindful, engaged and safer school community.

Please note, that for all parents, carers and visitors, failure to adhere to the directives within this policy may ultimately result in the removal of permission to enter the school grounds.