



# **Mobile Phone Policy**

Dated: Jan 2026

Review date: 31<sup>st</sup> January 2029

## **Statement of Intent**

At Firs Primary school we do not support the need for our pupils to bring mobile phones into the school setting. However, this Policy has clear guidance as to what is acceptable use and what is not.

This policy provides clarification on the use of mobile phones in school by staff, pupils, visitors and volunteers.

## **Staff**

For all contracted staff please refer to the Code of Conduct.

## **Visitors & Volunteers**

We welcome all visitors and volunteers to Firs Primary School. Please familiarise yourself with the Safeguarding procedures leaflet (in reception area) which includes the use of Mobile Phones in the school environment.

When entering:

1. Please switch off your Mobile Phone
2. Only use in the designated areas – school office or staff room and at an appropriate time i.e., break, lunch or home time.
3. Do not use the camera on your phone to take any pictures or videos of pupils or staff.
4. During any school trips or events, school staff will direct or advise if any photographs or videos are to be taken.
5. For school events or productions attended by parents/carers the use of Mobile phones/Video cameras etc is permitted but any images are for private use and not to be shared on social media.
6. The only exception to this is the Learning Mentor, who may at times have her school mobile phone with her and in use for the immediate contact with parents/carers

## **Pupils**

If you wish your child to bring a Mobile Phone into school then please complete the consent form Appendix A.

We have the right to withdraw this privilege at any point if any of the following occur:

1. Pupils using the phone during the school day.
2. Pupils taking photographs/videos during the school day.
3. Pupils contacting other children or staff in an inappropriate way – causing upset or harm.

4. Any images or messages found on a pupil's mobile phone that are offensive will be dealt with in-line with the whole school behaviour policy and parents/carers informed as soon as possible.

**Firs Primary Mobile Phone Policy**  
**Mobile Phone Parental/Carer Consent Form**

Dear Parent/Carer

In accordance with our mobile phone policy, if your child is bringing a mobile phone to school, please could you complete the consent form below.

- Your child needs to bring their mobile phone to the school office first thing in the morning before they go into class.
- The school takes no responsibility for the loss or damage to a mobile phone.
- Your child's phone should be appropriately marked so that they can recognise it.
- Should your child be found using their phone inappropriately, the school reserves the right to withdraw the privilege and they will no longer be permitted to bring their phone into school.

Yours sincerely

*P Martin*

Mrs P Martin  
Head Teacher

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**MOBILE PHONE PARENTAL CONSENT**

I/We give permission for our child to bring their mobile phone into school. I/We understand the content of the Mobile Phone Policy.

Name of Child:	
Class:	
Signed:	(Parent/Carer)
Date:	