



Mobile Phone and Smart Wearable Devices Policy for Pupils

This policy applies to all pupils of The Leys School (the “School”) and must be read in conjunction with the Acceptable Use Policy for Pupils which provides more information about responsible use of technology at school.

Unrestricted use of mobile phones and smart wearable devices (those with computing and network features) risk unnecessary distraction, disruption and diversion to pupils. The School has put in place rules to limit and, where appropriate, prohibit the use of mobile phones and limit the use of smart wearable devices during the school day, in line with Department of Education (DfE) guidance. These restrictions are intended to help pupils be fully present and engaged in the classroom, and to get the best out of their education here at the School. With an increase in risks and dangers associated with social media and cyber-bullying, we recognise the importance of working with parents/guardians (“Parents”) to create a safe learning environment for all pupils at the School.

This policy has been written in reference to the following DfE guidance:

- [Creating a mobile phone-free school environment \(February 2024\)](#)
- [Mobile phones in schools \(February 2024\)](#)
- [Behaviour in Schools - Advice for headteachers and school staff \(February 2024\)](#)
- [Keeping children safe in education \(September 2024\)](#)
- [National Minimum Standards for boarding schools \(September 2022\)](#)

There is some differentiation within this policy depending on the pupil's year group and the day of the week. Different arrangements apply on Saturdays because of sport fixtures.

The main rules can be summarised as follows:

Mobile Phones

- All pupils in Years 7-11 should hand in their phones (to their Housemaster/Housemistress (HsMs) or Matron) at the start of the school day and smart wearable devices must be switched off or set to ‘do not disturb’ or an equivalent setting which disables notifications.
- Day House pupils in Years 9-11 are permitted to collect their phones when they are signing out of their House at the end of the school day, before leaving the School site. Boarders and home boarders in Years 7-9, will have their phones returned to them at the end of prep time.
- Boarding pupils in Years 7-11 will have their phones, smart wearable devices and iPads/tablets locked away in the House overnight.
- For pupils in Sixth Form, no mobile phones or smart wearable devices should be used during the working day. This means mobile phones and smart wearable devices must not be used in public areas whilst on the School site (e.g. in between lessons). The working day is deemed to finish at 1725 for those in the Sixth Form. Sixth Formers will be required to leave their mobile phones in their Houses. Wearable devices are expected to be switched off or set to ‘do not disturb’ or a similar setting.



- Pupils should not use their mobile phone or any smart wearable devices at mealtimes, either whilst queuing for a meal or in the Dining Hall itself.
- Pupils should not use their mobile phones or smart wearable devices in Chapel and at other times when the School joins together as a community, e.g., plays and concerts.
- These rules will remain in operation during periods of Study Leave, when pupils are on the School site.

The School understands the importance of pupils being able to be in contact with their Parents and wider circle of family and friends. These rules will ensure that pupils are still able to contact their families, in private every day; this is particularly important for Boarding pupils. The School will also take into consideration the relevant time zones for international pupils, ensuring they are able to remain in contact with their families at a time during the day which is suitable for both pupils and their families. The School will also be sensitive and comply with an individual pupil's circumstances, such as restricted contact with families.

The School is aware that in exceptional circumstances, some pupils may require additional access to their mobile phone and/or a smart wearable device, for example, to support a medical condition, or disability. In this case, the School will make reasonable adjustments to support the pupil, such as allowing them to use their device for a specific purpose, at specific times and locations. This will be communicated to the individual pupil and if necessary, their Parents. In case of an emergency, Parents will be able to contact their child's HsM/Matron directly, or ring the School's main office to get in contact with a pupil.

Sanctions:

- If pupils contravene the rules as listed above, their mobile phones and/or their smart wearable devices will be confiscated by a member of staff and subsequently handed to the pupil's HsM/Matron. Confiscated device(s) will be returned the following day, apart from in the case of Day House pupils who will have their device(s) returned as they leave school. However, Day House pupils should expect to have their device(s) confiscated the following school day.
- Pupils who persistently break this Policy may have their device(s) confiscated for longer periods or indeed forfeit the right to have their device(s) at school. For further information on the School's sanctions, please see a copy of the School's Behaviour and Discipline Policy, which can be found on the School's website.

Modified arrangements for Saturdays:

- Pupils in Years 9,10 and 11 are permitted to keep their mobile phones and smart wearable devices on Saturdays, in recognition of the fact that many will be leaving for matches and games practices at various times. However, mobile phones and smart wearable devices should be stored safely in their Houses (e.g., in lockers) during Saturday morning.
- If a pupil's mobile phone and/or smart wearable device is confiscated during periods 1 and 2, it will be handed to the Deputy Head (Pastoral). Pupils can collect their confiscated device(s) from the Pastoral Office before they leave the School site but their device(s) will be confiscated on the following Monday.



- If pupils are seen using their mobile phones and/or smart wearable devices on Saturday periods 3 and 4, their HsM will be notified, and their device(s) will be confiscated on Monday.

Moulton pupils:

- All pupils (as noted above) should hand their mobile phones to the HsM in the morning.
- Moulton pupils will have 'tech free' evenings twice a week. These days may vary each week according to different events/activities occurring at the School. Pupils are not restricted from contacting their families during this period and will have an opportunity to use their devices freely and privately, to ring home at a time that is suitable for both the pupil and their families and for a reasonable duration, when they return to Moulton.
- As Moulton pupils do not have fixtures on Saturdays, their mobile phones are returned to them at lunchtime.