



**CHEPSTOW
SCHOOL**
INSPIRING LEARNING

CHEPSTOW SCHOOL

MOBILE PHONE POLICY

Approved by: Full Governing Body

Last Reviewed on: 03.12.2025

Next Review Date: Annually

CHEPSTOW SCHOOL | YSGOL CAS-GWENT

1.0 Context and Purpose

Introduction

- 1.1 In relation to the safe use of mobile phones, Chepstow School will align with the Welsh Government recommendations, which states that 'all schools are to ensure they have clear policies on acceptable mobile phone use by learners throughout the school day, those policies are well-communicated to learners, staff and parents, and are consistently enforced by school staff.
- 1.2 Chepstow School understands that mobile phones are an essential tool for modern living, and many parents opt for their children to have a mobile phone for safety reasons, especially when travelling to and from school. In addition, internet access on mobile phones can be a fantastic aid for learning, as well as features such as movie making, slow motion capture and calendars for organisation. However, mobile phones also can disrupt learning and hinder the safeguarding of young people. For this reason, the use of mobile phones within Chepstow School is carefully controlled.

2.0 Aims and Objectives

- 2.1 All pupils are allowed to bring a mobile phone to school.
- 2.2 Upon entering the building pupils are asked to power off their mobile phone and place it in their school bag, not in their blazer, shirt, trouser or skirt pockets.
- 2.3 Pupils are not permitted to use their phones during the school day, unless:
 - They are permitted to do so by a teacher, in order to aid their learning.
 - They are permitted to do so by a member of the Wellbeing Team or Senior Leadership Team, in order to investigate an incident or to obtain contact details.
- 2.4 If pupils need to contact home in the event of an emergency, they must seek the aid of a member of staff, who can use one of the school landlines. The best people to ask to contact home using a landline is a member of the Wellbeing Team or School Reception.
- 2.5 Sixth Form students are permitted to use mobile phones in the common room or the Sixth Form Café only. They are not permitted to use them in other areas of the school such as the canteen, corridors and yards. This is so that they set a good example to younger pupils. Sixth

MOBILE PHONE POLICY

CHEPSTOW SCHOOL | YSGOL CAS-GWENT

Form students must not video or photograph other pupils without permission, even in the common room or Sixth Form Café.

- 2.6 All pupils are expected to keep their phone in their bag until they have left the school site e.g. by Leisure Centre or Welsh Street; phones must not be seen or used outside of school at the end of the day.
- 2.7 Under no circumstances, should any video or audio recordings be made on school site, without the consent of those in the recording. This includes, but is not limited to, parents, carers, visitors, contractors.

3.0 Roles and Responsibilities

- 3.1 Exercise, play and conversation between pupils are encouraged at break and lunch times.
- 3.2 Screen time and risk of mobile phone addiction are reduced.
- 3.3 Safeguarding of young people in education is simplified, due to pupils not having unrestricted access to the internet.
- 3.4 There is less disruption to learning.
- 3.5 Mobile phones can still be used as a powerful learning tool within the classroom, under the supervision of a teacher.
- 3.6 The school can ensure that parental permissions around the taking of photographs, videoing of pupils and internet access is adhered to.
- 3.7 Learners will be taught the benefits, responsible use and potential issues of mobile phones and the internet through our wider curriculum.
- 3.8 Pupils are able to contact home at the start and end of school if required, as well as when travelling to and from school.
- 3.9 Pupils can use apps, such as ClassCharts and Teams to aid their learning and as a wellbeing and communication tool, under their teacher and parent's supervision.

4.0 Implementation and Procedures

- 4.1 All pupils are clear that if they are using their mobile without permission, the pupil will have their mobile phone confiscated and taken to reception. The pupil may collect the phone from reception at the end of the day.

MOBILE PHONE POLICY

CHEPSTOW SCHOOL | YSGOL CAS-GWENT

- 4.2 On the second occasion, the pupil may have their mobile phone confiscated and taken to reception. Only the parent may collect the phone this time, at their convenience, thereby allowing parents to support the school in imposing a further sanction at their discretion.
- 4.3 On subsequent occasions, the pupil may have the phone confiscated as described in point 3, but may also receive a further sanction for **refusing to follow a reasonable request** as per the Chepstow School Behaviour for Learning Policy.
- 4.4 Sanctions for the use of mobile phones will reset on a termly basis.

5.0 Review and Amendments

This policy will be reviewed annually by the Governing Body. Amendments will be made in response to changes in legislation, guidance, or school procedures.

6.0 Supporting Documents and References

- Behaviour for Learning Policy
- Safeguarding Policy
- Equality, Diversity and Inclusion Policy
- E-safety Policy
- Anti Bullying Policy
- Additional Learning Needs Policy
- Health & Safety Policy
- CCTV Policy