



# Mobile Phone and Smart Device Policy

## 2025 - 2026

### 1. Rationale and Principles

Bay Learning Academy recognises the prevalence of mobile phones and smart devices in the lives of young people. We believe that, when used responsibly, they can support learning, communication, and wellbeing.

Our policy balances:

- **DfE guidance (2024)** which recommends prohibiting use of mobile phones during the school day to reduce distraction and promote safety
- **Our "No Ban" ethos** which views phones as a tool for learning, pastoral care, and independence when managed safely and appropriately

We aim to create a calm, safe, and respectful learning environment where mobile phones:

- Do not cause distraction, disruption, or distress.
- Are used positively to support education and wellbeing.
- Are managed in line with safeguarding expectations.

### 2. Expectations for Learners

- Learners **may bring mobile phones to school**.
- Phones must be on **silent mode** and kept in bags unless being used with staff permission.
- Acceptable uses include:
  - Research and calculations in class.
  - Scanning QR codes.
  - Photographing notes/whiteboards for study.
  - Accessing enlarged text/zoom for SEND needs.
  - Contacting parents for reassurance, permissions, or sharing achievements.
- **Break times:** Social media use is permitted, but online abuse or bullying will not be tolerated.
- Phones must **never be used to record, photograph, or video others** without explicit permission.

### 3. Staff Roles and Responsibilities

- Staff model appropriate use of phones (not for personal use in front of learners).
- Teachers decide when and how mobile phones can support learning activities.
- Staff challenge inappropriate use consistently and apply sanctions fairly.

### 4. Parents and Carers

- Parents are asked to support responsible phone use by reinforcing school expectations.
- Concerns about misuse will be discussed openly with parents.



## 5. Sanctions for Misuse

Misuse includes: disruption in lessons, online abuse, unauthorised recording, or repeated failure to follow rules, evidence of bullying online or via mobile phone.

Sanctions may include:

- Verbal warning.
- Non persistence to bring on site (parents agree it will be kept at home)
- Written warning
- Meetings with parents where necessary.
- Loss of placement

## 6. Reasonable Adjustments

- Learners with medical conditions (e.g. diabetes monitoring apps) or SEND needs requiring device use will be supported to access their phone as a **reasonable adjustment**.
- Adjustments will be risk-assessed and agreed with staff, parents, and (where appropriate) external professionals.

## 7. Safeguarding and Online Safety

- Online bullying, abuse, or harassment will not be tolerated and will be addressed in line with our Safeguarding Policy.
- Phones may be reported/handed to the police if there are safeguarding concerns.
- Learners are educated on safe and responsible phone use as part of RSHE and online safety teaching.

## 8. Trips, Visits and After School

- Staff will decide whether mobile phones are appropriate on trips, based on safeguarding and learning needs.
- Outside of the school day, learners and families remain responsible for safe and appropriate device use.

## 9. Review and monitoring

This policy will be reviewed annually in line with DfE guidance and our Behaviour Policy. Learner, parent, and staff voice will inform ongoing adjustments.