

Every Student Thriving



Mobile Phone Policy

(September 2026)

Ready - Respectful - Responsible - Kind

John Colet School

Mobile Phone & Smart Device Policy (Phonelocker System)

Effective: September 2026

PREAMBLE

In accordance with Department for Education (DfE) Statutory Guidance (2026 Standards) ruling that mobile devices must not be used, seen, or heard on school grounds, John Colet School operates a **gate-to-gate** phonelocker pouch policy to maintain a safe, focused, and distraction-free learning environment.

The majority of our students will demonstrate self discipline in keeping their phones off and in their bags however we do anticipate that there will be a small minority who are going to need to exercise a new level of self-discipline related to their phone use. It is therefore important that parents/carers outline this policy clearly with their child.

For students with clear evidenced medical needs backed by medical evidence a mobile phone will be permitted for use in the medical area.

We must make it clear that this policy is non-negotiable and is aligned to DFE statutory guidance and therefore legally enforceable.

Any other electronic device capable of communication with a phone or the internet or the phone signal network should never be brought into school. The official JCS student chrome book is an exception.

1. Rationale & Policy Objectives

The mobile phone policy is grounded in statutory guidance and designed to support student welfare and achievement:

- **Protecting Learning & Focus:** Eliminating classroom distractions to improve focus and reduce disruption.
- **Protecting Wellbeing & Mental Health:** Reducing cyberbullying opportunities, alleviating social anxiety linked to online metrics (likes/views), and promoting healthy face-to-face social interaction.
- **Consistency & Fairness:** Applying policy expectations fairly and consistently to all pupils, with exceptions made only for reasonable adjustments (medical/SEND).

2. Statutory Powers & Legal Protections

Mobile phones are prohibited from school grounds. Under DfE Statutory Guidance and Sections 91 and 94 of the Education and Inspections Act 2006, the school holds explicit legal powers regarding mobile devices:

- **Power to Search & Confiscate:** Staff have the statutory power to search pupils and their possessions for prohibited items or suspected inappropriate use. Headteachers have statutory backing to confiscate devices for a proportionate length of time as a disciplinary penalty.
- **Protection from Liability:** The law explicitly protects staff and the school from liability for loss or damage to items during lawful and proportionate confiscation.
- **Tampering :** Any form of tampering or any possession of a device that would enable a pouch to be opened on site or is designed to release a phone from a pouch will result in a suspension.

3. Core Student Expectations & Daily Procedures (Year 7 - 11)

Arrival at School

- **Gate-to-Gate Locking:** Students are not permitted to enter the school gates with unlocked devices. Any mobile phone or wireless accessory (e.g., smartwatches, headphones) brought to school must be placed inside a Phonelocker pouch and locked immediately at an unlocking station prior to entering the gates.
- **Station Locations:** Locking/unlocking stations are located at the main front student exit, the rear student exit, and Main Reception.
- **Late students** will be asked to show their locked pouch
- **Medical Needs:** Students requiring phone access for medical monitoring (e.g., diabetic management) must still lock their device in a medical pouch before entering the gates and proceed directly to the Medical Office to have it opened.
- **Forgotten Pouches:** Students who forget their pouch must report directly to the School Office to hand in their device(s) for safekeeping. The incident will be logged on Arbor as a C1. The device can be collected at the end of the school day.
- **Forgot to lock:** Students who forget to lock their pouches will have their phone confiscated.

Registration & Daily Routine

- **Morning Registration (8:30 AM):** Students in Years 7–11 must hold up their locked Phonelocker pouch for visual verification by their form tutor during registration.

- **Late students** will be asked to show their locked pouch
- **Leaving School Early:** Pouches must remain locked on site. If a student is collected early, they must sign out with Matron and present to Main Reception to have the pouch unlocked only after their parent/carer has physically arrived.
- **After-School Events:** Students remaining on site for revision, detentions, or clubs must keep their pouches locked until they leave the school grounds.

End-of-Day Departure

- **Efficient Unlocking:** Students must have their pouch in hand ready to tap at the exit unlocking stations so traffic moves quickly.
- **Continuous Movement:** Students must keep moving through the exits and wait until they have fully left the school site before accessing their phones.

4. Spot Checks & Screening Protocols

- **Authority:** Screening/metal detector wands may be used (Sections 91 & 94, Education & Inspections Act 2006).
- **Cooperation:** Students selected for random or focused spot checks (using metal-detecting wands and bag checks) must cooperate fully.
- **Behaviour:** Students must not joke about possessing a device or act suspiciously. Refusing a screening will result in an immediate escort to the Reflection Room for escalation with a Year Leader or on-call staff.

5. Progressive Sanctions & Confiscation Framework

If a device is un-pouched, visible, heard, or used inappropriately on school grounds, immediate confiscation and progressive sanctions will apply. Confiscation periods are not cut short. If a parent cannot collect a 1st-offense device on the Friday, it rolls over to the following week.

Consequence Level	Trigger Offence	Confiscation Duration & Disciplinary Actions
Level 1	First Offence	Confiscated and returned to a parent/carer on Friday at the end of the week. If not collected on Friday, it rolls over to the following week. Logged on Arbor.

Level 2	Second Offence	Confiscated for 2 weeks. Released only for parent/carer collection at a mutually convenient time. Parents/carers must provide a basic non-smart phone for the interim. Logged on Arbor.
Level 3	Third Offence (Persistent)	Triggers a 1-day suspension and a further confiscation for a minimum of 2 weeks. A re-integration meeting will be required prior to returning to establish a clear support plan.

Note: i) Further offences or persistent non-compliance may escalate at the Headteacher's discretion. ii) Parents are recommended to provide a non-smart phone or 'brick' phone for their child during confiscation periods.

6. Examinations

All mobile phones, smart devices, headphones, and Chromebooks are **strictly prohibited** from being worn, held, or brought into examination rooms under any circumstances. Failure to comply violates exam board regulations and will result in formal reporting and action which could result in a voiding of an examination grade or grades.

7. Sixth Form Mobile Phone Statement

Sixth Form students are permitted to use their mobile phone in the Sixth Form Centre and the Courtyard only, in line with Sixth Form expectations.

Students can use their phone in the first and last 5 mins of a supervised study period but not at any other times. Sixth Form mobile phones should not be seen on the school site other than in the Sixth Form areas. Students must be outside of the school gates before they access their phones; this includes earphones and headphone use.

Students misusing mobile phones either inside or outside the Sixth Form Centre will be issued with a C1. If mobile phone misuse persists, Sixth Form students may be issued with a mobile phone pouch for a set period of time and lose the privilege of using their phone on the school site entirely.

These arrangements are in place in order to support our young adults to learn to self-regulate and manage their mobile phone use ahead of them leaving school and working independently at university or in employment or training.

8. School Trips & Sports Fixtures

Students are able to take mobile phones to help with communication if travel arrangements are changed at short notice. These will still need to be kept in a pouch. The trip leader will have a magnet to allow pouch release if needed.

For residential visits, parents/carers will be given the school mobile phone number which the group leader will have and any contact with the trip should be through this number. The

student's mobile phone should not be used otherwise as one of the aims of residential trips is to help the student to become more independent.

Other electronic devices must not be taken on day trips.

Other electronic devices may be taken on residential trips with the Trip Leader's prior permission to help with the journey. Parents/carers/students must be aware that it is highly unlikely that secure storage for such devices will be available at any centre/hotel/hostel and that staff will not be able to look after them. As they would not be stored securely they would not be covered by the trip insurance and so are taken completely at the student's own risk.

For after school sports fixtures students may have their phones unpouched but will still be expected to follow the 'no see, no hear' principle whilst on the trip. The phone can only be used with the express permission of the JCS staff member accompanying the team from the fixture.

9. Inappropriate use

Mobile phones/electronic devices have many positive uses off the school site. However, they can also be abused, for example, the unsuitable use of a mobile phone or other electronic device could include:

- taking photographs or making recordings (other than where authorised by a teacher for academic purposes)
- Sending sexually explicit photographs, videos or messages to another person (sexting)
- placing photographs or recordings on the internet (e.g. on social networking sites) without the permission of those in the photograph
- any activity connected with text / cyber-bullying
- gaining access to inappropriate internet sites.

These are not acceptable at John Colet. If a member of the staff of the school has any suspicion that a mobile phone/electronic device has unsuitable material stored on it (this does not cover illegal material), students will be required to hand over the phone to a member of staff and the content looked at (only in the United Kingdom and not on overseas trips as covered by the Education Act 2010). In such instances the student concerned will be dealt with accordingly. In some cases, the Police may become involved.

Where the material on a mobile phone/electronic device may be illegal then the device will be confiscated, the contents will not be looked at by staff with the Police contacted. The device will remain confiscated until Police advice is given to the school.

Parents/carers need to be aware that mobile phones/electronic devices are not covered by school or school trip insurance.

Any item brought into school is at the student's own risk.