



Tadcaster Grammar School

Mobile Device Policy

September 2025

Introduction

The purpose of this policy is to prevent the unacceptable use of mobile devices such as phones and 'smart' watches (or equivalent) impacting negatively on learning. For the purposes of this policy, all references to mobile devices should be taken to include mobile phones, MP3 players, iPads, and 'smart' watches or their equivalents.

Policy:

Our approach to students' use of mobile device technology is as follows:

- 8.35 am school bell - start of school: phones turned off and put away in school bags
- 3.10 pm school bell - end of school: phone can be taken out of school bags and turned on.

The only exception to the above is when a member of staff gives permission for a student, group of students, or the whole class to use mobile devices whilst under their supervision in a lesson in support of a learning task. No student will be at a learning disadvantage if they do not own a mobile phone.

- Headphones, ear-buds or similar should not be worn at any time.
- Where a mobile device is brought into school, it is entirely at the student's and parent/carers own risk. The school accepts no responsibility for the loss, theft or damage of any phone or any mobile device brought into school.
- If a mobile phone is seen by a member of staff, that member of staff will confiscate it immediately. The member of staff will log the confiscation and place the mobile device in a secure place for safe storage.
- When a mobile is confiscated, the matter will be recorded on the child's Class Charts.
- Any student who refuses to hand over a mobile phone when requested to do so, will be processed through our behaviour for learning procedures, and the refusal will be treated as a disciplinary matter.
- On the first occasion on which a student's phone is confiscated, it will be available for collection from reception at the end of the school day. Phones can be collected from reception between the end of the school day until 4.00pm, Monday to Thursdays, and until 3.30 pm on a Friday.
- On the second occasion, a student's mobile phone is confiscated and a meeting will be arranged for parents/carers to meet with their Head of Year.
- If a mobile phone is confiscated for a third time, students will be expected to sign a contract in which they must hand their phone in each morning for 2 weeks, and collect it at the end of each day. Failure to do so will result in a sanction.
- It is unacceptable to record photographic images (still or video) or sound recordings of staff or students at any time without their explicit permission.
- In accordance with the school's safeguarding protocols, the school reserves the right to search the content of a confiscated device where there is a reasonable suspicion that it may contain undesirable material, including those which promote pornography, violence or bullying. The school will involve the police as required
- Where parents/carers of students need to contact students during the school day, they should do so only on the school telephone system via reception and not via mobile phones. In order to be clear, all communication between students and parents/carers must go through the school reception. The use, by students, of mobile phones whilst in school to communicate with parents/carers is not allowed.