



THE **BOURNE** ACADEMY

Student Mobile Phone Policy

Completed: Summer 2026
Next review due: Summer 2027

VISION

Our Vision is to develop literate, numerate, global citizens who ASPIRE, i.e. they are: Ambitious, Self-Confident, Physically Literate, Independent, Resilient, Emotionally Literate.

RATIONALE

At The Bourne Academy, we are committed to ensuring that every student is known, valued and challenged to achieve their full potential. We strive to create a culture where students can flourish academically, socially and personally in a safe, focused and supportive environment. Mobile phones and smart devices can disrupt learning, present safeguarding risks and undermine consistency in behaviour expectations.

The Academy has adopted a clear and consistent approach: smartphones and smart devices are not permitted on site. Only basic 'brick' phones (defined below) are allowed under strict conditions to ensure expectations are clear, consistent and enforceable.

There is no need for students to use a mobile phone on the Academy site. Students that need to contact home in an emergency can do so via pastoral staff. Likewise, parents needing to contact their son or daughter in an emergency can do so via the normal channels.

This policy has been written in line with the following guidance:

- Behaviour in Schools: Advice for headteachers and school staff (2024)
- Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement (July 2026)
- Children's Wellbeing and Schools Act (2026)
- Searching, screening and confiscation: advice for schools (2022)
- The Equality Act (2010)
- Keeping Children Safe in Education (2025)
- Mobile Phones in Schools (February 2026)
- Special Educational Needs and Disability (SEND) Code of Practice
- Children and Families Act (2014).

OBJECTIVES

- To create a calm, focused and disruption-free learning environment
- To eliminate the negative impact of mobile phones in school
- To ensure safeguarding risks are minimised
- To provide clear, consistent expectations
- To ensure a fair and structured sanction system.

PROCEDURES

Promoting Positive Behaviour in relation to mobile devices, through:

- Clear expectations that students should leave phones at home wherever possible
- Only 'brick' phones permitted on site under strict conditions
- Enforced through daily routines including line-ups, spot checks, walkabout and other duties
- Consistency from all staff.

Responding to breaches of the policy through:

- Immediate confiscation of any device that is seen
- Graduated sanctions aligned to the Behaviour Policy
- Clear escalation for repeated breaches.

Areas where expectations apply include:

- Before school, line-ups and movement between lessons
- Lessons and social times
- After school, anywhere on site.

MOBILE PHONES AND SMART DEVICES

Although students do not need to have a phone with them at the Academy, some parents/carers may wish them to carry one for the journey to and from site. **Only 'brick' phones are permitted.** These must be switched off before arriving on site, kept out of sight and stored at the bottom of a student bag. A 'brick' phone is a mobile phone device that is only able to make and receive calls and text messages – it should have no connectivity to the internet, have no applications or app store functionality and no camera.

- **Smartphones are not permitted on the Academy site**
- All smart devices (including smartwatches, AirPods, tablets and smart glasses) are banned.

STUDENTS WITH EXEMPTIONS

We understand that some students with Special Educational Needs and Disabilities (SEND) may need to use a device as part of their support. We follow our legal duties under the Equality Act 2010 and the Children and Families Act 2014 to make reasonable adjustments where needed.

A student will only be allowed to use a mobile phone or smart device if it is **essential to meet SEND or medical needs**, not simply because it is preferred or helpful.

This means:

- The device must be needed for a specific, identified need
- There must be no suitable alternative the school can provide
- The use must be agreed and recorded in a support plan or EHCP.

Examples of essential use include:

- Medical needs (e.g. monitoring blood sugar levels)
- Communication needs, where a device is a student's main way of communicating (e.g. AAC apps)
- The Academy will work closely with parents/carers to agree expectations in such cases.

Agreed arrangements will be reviewed regularly through EHCP reviews or SEND support plans.

There may also be occasions where possession of a smartphone is required for essential safeguarding reasons – this must be agreed with the Academy leadership team.

Trips

Mobile phones and smart devices may be allowed on Academy trips outside of normal Academy hours – this will be dependent on risk assessments and will be at the discretion of the trip leader and the Academy Leadership team.

SANCTIONS – Smartphones or smart devices (PROHIBITED DEVICES)

- The phone will be confiscated & stored securely **until the next Academy day (excluding holidays, weekends and INSET days)** when it can be collected, by a parent/carer after 9.15am
- An email will be sent home and the event recorded as a behaviour incident on Arbor
- The student will attend a Principal's Detention
- **In addition, for a 2nd offence** - the phone will be kept for one week and the student will be suspended – parents/carers will be able to arrange to collect the phone (after 9.15am) by appointment only **(excluding holidays, weekends and INSET days)**
- **In addition, for a 3rd Offence** – the phone will be kept until the end of that half term (to be collected from a senior member of staff, by the parent/carer and by appointment only). The student will be suspended
- Further breaches demonstrate clear persistent disregard for our Behaviour Policy and the safety and welfare of our community. Therefore, the student may face severe additional sanctions, in line with that policy
- Any smartphone seen during morning staff duties will be collected in line ups and the above sanctions implemented. We may run spot checks at any time. Refusal to handover a phone will result in suspension.

SANCTIONS – 'Brick' phones (MISUSE OF PERMITTED DEVICES)

If a student is found using or carrying a permitted **basic 'brick' phone** incorrectly:

- The phone will be confiscated and stored securely until the end of the day
- An email will be sent home and the event recorded as a behaviour incident on Arbor
- **In addition, for a 2nd offence** - the student will receive a DoL detention (1 hour) and parent/carer should collect from Reception at the end of the Academy day
- **In addition, for a 3rd Offence** – the student will receive a Principal's Detention and parent/carer should collect the following day **(excluding holidays, weekends and INSET days)** from a senior member of staff by appointment only
- Further breaches demonstrate clear persistent disregard for our Behaviour Policy. Therefore, the student may face severe additional sanctions, in line with that policy.

ENFORCEMENT

Devices may be confiscated during line-ups, spot checks or walkrounds. Refusal to hand over a device will result in escalation, which may include suspension. Academy staff have the statutory power to search students or their possessions without consent (Searching, Screening, and Confiscation guidance, DfE 2022) if there are reasonable grounds to believe the student is carrying a prohibited item, for example a smartphone.

SIXTH FORM

Sixth form students may use mobile phones in the Sixth Form common room only. Devices must not be used in classrooms unless directed by staff where infrastructure limitations apply.

If a 6th form student is found using or visibly carrying a **smartphone or smart device outside the 6th Form Common Room**:

- The phone will be confiscated and stored securely until the end of the day. The student can then collect the smartphone
- An email will be sent home and the event recorded as a behaviour incident on Arbor
- In addition, for a 2nd offence - The phone will be confiscated & stored securely until the following day (**excluding holidays, weekends and INSET days**) when it can be collected after 9.15. They will also receive a Principal's Detention
- Further breaches demonstrate clear persistent disregard for our Behaviour Policy and the safety and welfare of our community. Therefore, the student may face severe additional sanctions, which may include suspension

Appendix 1 – Mobile Phone & Smart Devices Sanctions Flowchart

SMARTPHONE or SMART DEVICES (PROHIBITED DEVICE)

1st Offence

Confiscation and stored securely – email sent to parent/carer and recorded on Arbor
Next Day Collection by parent/carer (after 9:15am – excluding weekends, holidays and INSET days)
Principal's DT



2nd Offence

Confiscation and stored securely – email sent to parent/carer and recorded on Arbor
Suspension
Device retained for one week - parent Collection by appointment (after 9.15am – excluding weekends, holidays and INSET days)



3rd Offence

Constitutes a serious breach of the Behaviour Policy
Suspension
Phone to be kept until the end of that half term – parent collection by appointment only with a senior member of staff

Further offences

Demonstrates clear and persistent disregard for the Behaviour Policy and the safety and welfare of our community. The student may face severe additional sanctions in line with the Behaviour Policy.

BRICK PHONE (MISUSE OF A PERMITTED DEVICE)

1st Offence

Confiscation and stored securely – returned to student at the end of the day
Email sent to parent/carers and recorded on Arbor



2nd Offence

Confiscation and stored securely – parent to collect at the end of the Academy day
Email sent to parent/carers and recorded on Arbor
Student set a DoL DT



3rd Offence

Confiscation and stored securely – parent collection the next day (after 09.15 – excluding holidays, weekends and INSET days) by appointment only with a senior member of staff
Email sent to parent/carers and recorded on Arbor
Student set a Principal's DT

Further offences

Demonstrates clear and persistent disregard for the Behaviour Policy. The student may face severe additional sanctions in line with the Behaviour Policy

Appendix 2 – Mobile Phone & Smart Devices Sanctions Flowchart (Sixth Form)

SMARTPHONE or SMART DEVICES (PROHIBITED DEVICE)

1st Offence

Confiscation and stored securely until the end of the day.
The student can then collect. An email will be sent home and the event recorded as a behaviour incident on Arbor.



2nd Offence

Confiscation and stored securely until the following day.
The student can then collect after 9.15am the next day. They will receive a Principal's Detention.

Further offences

Demonstrates clear and persistent disregard for the Behaviour Policy and the safety and welfare of our community. The student may face severe additional sanctions in line with the Behaviour Policy