



MOBILE PHONE POLICY

STATUS:	Statutory
REVIEWED BY:	Senior Vice Principal
REVIEWED BY:	Local Governing Body/Principal
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Etonbury Academy Mobile Phone Policy

Etonbury Academy prides itself on being a mobile phone free school. Since the introduction of systems to prevent students from using mobile phones, we have seen an improvement in students' behaviour, increased focus in lessons and more positive social interaction between our students. The following policy provides clarification of our expectations for use of mobile phones and explains the sanctions for misuse.

The DfE has published updated guidance on mobile phones in schools ([DfE Mobile phones in schools guidance](#)). Ofsted will examine both schools' mobile phone policies and how effectively they are implemented when judging behaviour during inspections.

The 'Mobile phones in school' guidance states that:

The Department for Education (DfE) expects schools to implement a policy whereby pupils do not have access to their mobile phone throughout the school day including during lessons, the time between lessons, breaktimes and lunchtime.

Etonbury Academy Mobile Phone Policy

Mobile phones are not to be used during school hours. Every student in Years 7, 8, 9, 10 and 11 will be assigned a personal Hush Pouch with the students Unique ID on it so the pouch can be returned if the pouch is misplaced. It is each student's responsibility to bring their pouch with them to school every day. This will be checked by the form tutor.

Parents/Carers will be responsible for paying for the rental of a Hush Pouch at the start of each academic year. The rental charge will be added to the MCAS app for payment. The yearly cost of the pouch is a rental charge and currently is £7.50. If a Pouch is lost or damaged beyond use a replacement charge will be applied in addition to the rental charge which is currently £15. Pouches will be handed back at the end of the Year 11 rental period.

Entry and exit process

As students enter the site, they will:

- 1) Turn their phone off.
- 2) Unlock their empty Pouch using an unlocking base at the building entrance(s).
- 3) Place their phone inside the pouch, securely close it and store it in their school bag.

Each student will maintain possession of their mobile phone inside their Pouch for the duration of the school day. Students arriving late will go through this process at reception.



As students exit the building at the end of the school day, they will:

- 1) Unlock their pouch using an unlocking base at a building exit(s).
- 2) Remove their phone from their pouch.
- 3) Securely close their empty pouch and place it in their school bag for the next day.

If a student leaves school early to attend a prearranged appointment the student will unlock their pouch at reception or on one of the unlocking bases located on the main drive.

Monitoring the usage of Pouches

Form Tutors, Heads of Year and members of the Senior Leadership Team will monitor the correct use of the pouch across the school. Tutors will check that students pouch daily as they enter form time.

Students who elect not to bring a phone into school, are still required to have their pouch available each day in school. Form tutors will check with parents/carers if a pouch is empty and a phone is not being brought into school.

It is anticipated that the policy will be supported by all students and families, as the benefits of a mobile phone free learning environment are well documented. In the case that a student decides not to follow the policy the following consequences are in place.

Physical damage to the pouch in an attempt to circumvent its intended purpose. (Eg: Discoloration, pen marks, bent pin or damage to the pouch)

The Hush pouch belongs to the school and is loaned to you for use during your time at Etonbury Academy. If you purposefully damage the case, lose it or graffiti it, you will be required to pay for a new one at a cost of £15. As a school we will be renting the pouches and we are asking for a £7.50 contribution toward the cost of the rental. This will be payable every September starting in September 2026.

Forgetting or losing the pouch.

If you have forgotten your pouch you will have to enter the school via the attendance office, where the phone will be switched off and handed in. It can be collected at the end of the day.

If the pouch is lost the mobile phone must remain at home until another pouch has been purchased (£15).

Using a phone on school site / refusal to use the pouch during school hours.

Non-compliance will result in a fixed term suspension for refusal to follow instructions.



Staff

Staff will be expected to model best practice with regards the mobile phone policy. This would include not using or accessing phones in the presence of pupils around the school site. Not being on the phone or using your phone in classrooms or corridors.

Staff would only be using their mobile phones in the presence of pupils for work purposes e.g. taking a register, in a school emergency situation.

The exception to this will be the site team who are often contacted by contractors, when they are around the site. Members of the Senior Leadership Team and Patrol may have a phone to make business calls

Educational Visits and Residential Trips

Etonbury Academy extends its mobile phone-free environment to all off-site visits. Our core principle remains: trips are a time for social connection, environmental engagement, and learning without digital distraction.

We do appreciate that mobile phones are a part of modern living and below are the adaptations while on school trips

Day trips: Students will be expected to pouch their phone as normal on a day trip, the trip lead will use their discretion to allow students to capture cultural moments where appropriate and to update parents and carers on return time.

Residential trips: The trip lead will use their discretion to allow students to capture cultural moments where appropriate and to update parents and carers. Phone use on residential trips is at the discretion of the trip lead

Screening and confiscation

In line with the schools [Behaviour Policy](#) page 9-10 the school may screen a student's bag to ensure a mobile phone is not present. A "wand" maybe used to screen students bag where appropriate

Year 12 & 13

Access to mobile phones for Sixth Form students is permitted but only within the Sixth Form Centre. Outside of these areas the 'never seen never heard' policy will apply.

If a Sixth Form student is seen with their mobile phone any area other than the Sixth Form Centre:

First breach: Recorded as a breach and a verbal reminder given

Second breach: Phone is removed for the day and returned at 3.30pm

Third breach: Parental collection of the phone



On confiscation Etonbury Academy will store a phone in the school safe until a parent is able to collect it.

Exemptions to pouches

The school will make consideration for SEND pupils with a specific need / adaptations and reasonable adjustments. For example some diabetic students monitor their levels via an app on their phone. The school Senior Leadership Team and the medical officer will decide on each individual case supported by medical evidence.