



Procedures for the use of Mobile Phones, Smart Watches & Cameras at Hodnet School.

Signed: Mrs Penny Lyall, Headteacher

Signed: Mrs Claire Godfrey, Chair of LGB

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This Policy supports our Safeguarding and Child Protection Policy in line with KCSIE.

To ensure the safety and welfare of children in our care, we adopt the procedures outlined below which stipulate that personal mobile phones and smart watches with cameras and/or video recording functionality cannot be used when in the presence of children, on the premises or when on outings. We also adhere to the wider school Child Protection and Safeguarding Policies. This applies for all year groups and all staff and visitors.

Safeguarding statement of intent

Safeguarding all our children is of paramount importance to us therefore, all necessary risk assessments are carried out prior to any activity. Enhanced DBS checks are carried out when recruiting new staff or volunteers. When welcoming visitors we check whether they have a DBS and carefully monitor their contact with children according to the regulated activity rules in the DBS guidelines. We are a "Safer School" and at least one member of staff and governors who are involved in the recruitment process have attended "Safer Recruitment Training." New staff are made aware of all the related Safeguarding documents including the Child Protection policy as part of the induction process and all staff receive Child Protection Awareness training regularly.

We will ensure that:

- All mobile phones will be kept in the designated spaces (staff room or offices) throughout contact time with children. (This includes all staff, visitors, parent helpers, supply teachers and students)
- Parents/visitors are not allowed to use their mobile on the school premises. If you find a parent doing this you should inform them of this and refer them to either Mrs Lyall, Mrs Williams or Miss Darmanin,
- Mobile phones will not be used in any classroom when children are on the premises.
- Internet enabled, phone linked smart watches will not be used for anything other than telling the time, in any classroom when children are on the premises
- If you have a personal emergency, you are free to use the school phone or make a personal call from your mobile in the staff room.
- It is important that up to date information is retained in school. It is Mrs O'Connor's responsibility to keep these records up to date and available for staff to access in an emergency, staff and families must ensure records are updated at the time of a change.
- Personal mobiles, cameras or video recorders cannot be used to record classroom activities. ONLY school property can be used for this.
- Photographs and recordings can only be transferred to, and stored on a school computer to be printed.
- All telephone contact with parents will be done on the school phone. If there is anything confidential that needs recording, please see Mrs Lyall or Mrs Williams (Designated Safeguarding Leads for Child Protection) as this will have to be recorded in a separate file.
- During group outings nominated staff will have access to a mobile, which is to be used for emergency purposes only. A nominated member of staff will also take their own mobile phone as an emergency only and will declare this on the Risk Assessment.
- Children who bring phones into school for a specific reason should have this agreed with the Headteacher beforehand, such phones should be handed in to the school office and remain there until the end of the school day.

- Parents and Carers who attend school are not permitted to use phones at drop off and pick up on the playground or at school events such as workshops or DEAR.
- Smart watches will not be used during exams/tests by adults or children. These will be taken off and stored securely in the school office or staffroom.

Exceptional circumstances

Schools and academies have a duty under the [Children and Families Act 2014](#) to have arrangements in place to support pupils with medical conditions. In meeting this duty the governing body, proprietor or management committee must have regard to the statutory guidance [supporting pupils with medical conditions at school](#). In some circumstances, supporting a pupil with their medical condition can involve the use of a mobile phone. For example, pupils with diabetes might use continuous glucose monitoring with a sensor linked to their mobile phone to monitor blood sugar levels. Where mobile phone use allows pupils to manage their medical condition effectively, it would not be reasonable for a school to prevent this. Mobile Phones in School guidance, 19th February 2026. DFE.

As stated in the DFE guidance for schools on the use of Mobile Phones, there may time times when pupils need to use phones to support their medical need. In these circumstances parents are responsible for the upkeep, maintenance, insurance and availability of the phone or device. School will ensure:

- The phone or device is used by the named pupil (age appropriate and agreed by medical professional, eg diabetes nurse) and named, trained staff only.
- The phone or device will be used for the medical purpose only, such as diabetes levels app use, it will not be used to call, internet search or take photographs.
- The phone or device is kept out of reach of other pupils within the school.
- The phone or device is sent home daily as per the agreement.

The headteacher may enable other exceptional use of personal phones when deemed necessary such as in a power cut, fire, fire drill, lockdown or other emergency situation.

Monitoring and Review

It is the responsibility of the whole staff to follow this policy. The Headteacher will carry out monitoring on the EYFS as part of the whole school monitoring system.

This policy will be reviewed annually or sooner if there are updates to safeguarding legislation, EYFS guidance, or best practice recommendation