

MIAG



MOBILE PHONE & SMART TECHNOLOGY POLICY

MIAG ORGANISATIONAL POLICY



Organisation-wide policy
with provision-specific arrangements.

Creating calm, safe and focused learning environments.



SUPPORTING
INDIVIDUALS



CREATING
OPPORTUNITIES



ENRICHING
COMMUNITIES

Policy Statement:

MIAG is committed to providing calm, safe and focused learning environments in which children and young people can learn, develop positive relationships and feel protected from avoidable harm and disruption. Mobile phones and other smart technology can support communication and safety, but their inappropriate use can distract from learning, contribute to bullying and harmful behaviour, facilitate access to inappropriate material and create safeguarding and privacy risks.

MIAG therefore adopts a mobile phone-free approach throughout the school day, subject to clearly defined and individually assessed exceptions. This policy establishes organisation-wide expectations. Provision-specific arrangements for implementation, storage, collection, communication, exemptions and local response are set out in the appendices.

Purpose and Aims:

- ❖ Maintain calm, safe and distraction-free learning environments
- ❖ Protect learners from inappropriate or harmful online activity and reduce opportunities for bullying, harassment and exploitation
- ❖ Provide clear, consistent and proportionate expectations for learners, staff and families
- ❖ Support learners to understand the risks and benefits associated with mobile phone and smart technology use
- ❖ Ensure reasonable adjustments and individual circumstances are properly considered
- ❖ Provide staff with clear arrangements for responding to breaches, including confiscation and searching where lawful and proportionate
- ❖ Ensure mobile phone arrangements complement MIAG behaviour, safeguarding, online safety and digital safeguarding arrangements

Scope:

This policy applies across all MIAG provisions to learners, staff, volunteers, governors, directors, contractors and visitors where their use of mobile phones or similar smart technology affects the safety, welfare, learning environment or privacy of children and young people.

For learners, the policy applies throughout the school day, including lessons, movement between lessons, breaktimes and lunchtimes. Provision-specific arrangements may define how phones are handed in, stored or otherwise kept inaccessible.

Legislative, Regulatory and Guidance Framework:

- ❖ Children and Wellbeing and Schools Act 2026, including section 36 and the new Education Act 1996 section 550C duty concerning guidance on mobile phones and similar devices
- ❖ Department for Education, Mobile phones in schools statutory guidance (updated 29 June 2026; statutory from 29 June 2026 and to be followed by schools from 1 September 2026)
- ❖ Keeping Children Safe in Education 2026, in force from 1 September 2026, including safeguarding, child-on-child abuse, online safety, filtering and monitoring and staff responsibilities
- ❖ Education (Independent School Standards) Regulations 2014, particularly Part 3 standards relating to safeguarding and welfare, behaviour, supervision and risk assessment
- ❖ Education and Inspections Act 2006 and associated behaviour duties and powers
- ❖ Searching, Screening and Confiscation guidance and relevant statutory powers concerning searches and prohibited/searchable items
- ❖ Equality Act 2010, including the duty to make reasonable adjustments for disabled learners
- ❖ Children and Families Act 2014 and relevant statutory guidance where applicable to medical conditions and individual healthcare arrangements
- ❖ Data Protection Act 2018 and UK GDPR, where mobile phones, images, recordings or personal data are involved
- ❖ MIAG Safeguarding and Child Protection Policy, Behaviour Policy, Online Safety Policy, Acceptable Use arrangements and relevant risk assessments

This policy will be interpreted consistently with the current version of statutory guidance. Where guidance changes, MIAG will review this policy and its local arrangements.

MIAG Mobile Phone-Free Approach:

- ❖ MIAG will operate as a mobile phone-free environment by default. Learners should not have access to, use or interact with mobile phones or other smart technology with similar functionality during the school day
- ❖ Phones should be switched off or otherwise rendered inaccessible in accordance with the provision's arrangements
- ❖ The prohibition applies during lessons, transitions, breaktimes and lunchtimes
- ❖ Smart watches and other wearable or connected devices may be included where they provide similar communication, recording or notification functionality
- ❖ Personal devices must not be used to photograph, film, record or otherwise capture learners, staff or visitors without proper authorisation
- ❖ Learners must not use devices to access, create, share or distribute harmful, illegal, discriminatory, abusive or inappropriate material

Staff Expectations:

- ❖ All staff are expected to model the standards expected of learners and to enforce the policy consistently
- ❖ Staff should not use personal mobile phones for any reason in front of learners during the school day
- ❖ There may be legitimate exceptions, including authorised educational use, issuing homework or rewards/sanctions, emergency communication or multi-factor authentication
- ❖ Where staff use a phone for an authorised purpose, this should be clear and proportionate
- ❖ Staff should challenge inappropriate learner use calmly and consistently and follow the provision's local response arrangements
- ❖ Any safeguarding concern arising from mobile phone use must be reported immediately through MIAG safeguarding arrangements

Learner Expectations:

- ❖ Learners are expected to follow the mobile phone arrangements at their provision
- ❖ Learners should understand that possession and permitted access are different: a learner may be allowed to bring a phone to school while not being permitted to access it during the school day
- ❖ Learners must follow reasonable instructions from staff relating to the storage, handing-in or surrender of a device
- ❖ Learners must not use a device to bully, threaten, harass, intimidate, discriminate against, exploit or otherwise harm another person
- ❖ Learners must not use a device to record or share images, video or audio of others without permission

Parents and Carers:

Parents and carers are expected to support the policy and reinforce the reasons for a mobile phone-free school day. Where parents need to contact a learner during the school day, they should use the provision's agreed communication route.

Provision-specific arrangements will explain how urgent messages are managed and how learners can contact parents/carers where necessary.

Exceptions, Reasonable Adjustments and Individual Circumstances:

MIAG will apply the mobile phone-free approach alongside its wider legal duties. The DfE statutory guidance makes clear that schools must consider reasonable adjustments and exceptional circumstances on an individual basis.

- ❖ A learner may require mobile phone access because of disability, medical need, communication need, safeguarding circumstances or another clearly evidenced individual need
- ❖ Any exception should be specific, proportionate and linked to the identified need, including where appropriate the purpose, times and location of use
- ❖ Where an exception is agreed, the provision should document the arrangement and ensure that the learner is not unnecessarily exempted from all restrictions
- ❖ Where a medical need is involved, arrangements should be consistent with the learner's individual healthcare plan or other agreed medical arrangements where applicable
- ❖ Provision-specific arrangements for approving and recording exceptions are set out in Appendix 2

Breaches, Sanctions, Confiscation and Searching:

Breaches will be managed under the MIAG Behaviour Policy and the provision's agreed arrangements. Responses will be lawful, proportionate, consistent and mindful of the learner's age, SEND and individual circumstances.

- ❖ Sanctions may include removal of access, confiscation for a proportionate period, loss of privileges or other behaviour responses
- ❖ The Headteacher and authorised staff may confiscate a device where this is permitted by law and the policy
- ❖ Staff should follow the provision's arrangements for secure storage and return
- ❖ Searching a learner or their possessions must only take place where lawful, authorised and proportionate, in accordance with statutory guidance and MIAG procedures
- ❖ Staff should not access or search the digital content of a device simply because it has been confiscated. Any concern about content, safeguarding or criminal behaviour must be escalated through the appropriate route
- ❖ Where misuse may indicate that a learner is at risk of harm, staff must follow safeguarding procedures and consult the DSL

Safeguarding, Online Safety and Harmful Content:

Mobile phone misuse can be connected to safeguarding concerns including bullying, child-on-child abuse, sexual harassment, sexual violence, exploitation, coercion, threats, self-harm content, harmful online challenges, inappropriate images and other harmful or illegal material.

Where a concern is identified, staff must preserve relevant information where appropriate, avoid unnecessary circulation of harmful material and report the concern through MIAG safeguarding arrangements. The MIAG Safeguarding and Child Protection Policy takes precedence where a matter meets a safeguarding threshold.

Filtering, Monitoring and Digital Safeguarding:

Mobile phone arrangements form part of MIAG's wider online safety and digital safeguarding arrangements. Proprietors and leaders will ensure that appropriate filtering

and monitoring arrangements are in place and reviewed in accordance with KCSIE and DfE digital and technology standards.

Where mobile or app technologies are used within MIAG learning, the provision must ensure that the relevant device, application and user activity is subject to appropriate safeguarding, filtering, monitoring and acceptable-use arrangements.

Privacy, Images and Recording:

- ❖ Learners and staff must not use personal devices to photograph, film or record others without proper authority
- ❖ Images, recordings or messages that create a safeguarding, bullying, privacy or data-protection concern must be reported and managed appropriately
- ❖ MIAG will handle personal information and any evidence obtained through its procedures in accordance with data protection requirements and its relevant policies
- ❖ Staff should avoid copying, forwarding or retaining harmful material unnecessarily

Roles and Responsibilities:

Role	Responsibility
Proprietor / Directors /COO/ Governors	Provide oversight and assurance that MIAG has effective arrangements to maintain safe, calm and focused learning environments
Headteacher / Provision Lead	Implement the policy locally; ensure arrangements are clear, communicated and consistently applied; maintain provision-specific appendices
DSL / Deputy DSL	Assess and respond to safeguarding concerns arising from mobile phone or smart technology use
All staff	Model expectations, enforce the policy consistently, record concerns and escalate safeguarding issues promptly
Learners	Follow the policy, use technology responsibly and report concerns where they or others may be at risk
Parents / carers	Support the policy, use agreed communication routes and work with MIAG where concerns arise

Communication and Training:

The policy will be communicated to staff, learners and parents/carers. Learners will be reminded of expectations and the reasons for the mobile phone-free environment at the start of each academic year and at appropriate intervals. Staff will be briefed on their responsibilities, including reasonable adjustments, confiscation, searching and safeguarding escalation.

Monitoring, Assurance and Review:

MIAG will monitor the effectiveness of this policy through behaviour and safeguarding records, incidents involving mobile phones or smart technology, learner and parent/carer feedback, staff feedback, reasonable-adjustment reviews, quality assurance activity and emerging safeguarding themes.

This policy will be reviewed annually or sooner where legislation, statutory guidance, organisational arrangements or learning from practice changes.

Appendices – Provision-Specific Arrangements ~ MIAG Limited (The Beeches)

The following appendices are completed and maintained by the Headteacher / Provision Lead. They translate the organisation-wide requirements into the arrangements operating within the individual provision.

Appendix 1 – Local Mobile Phone Arrangements:

When and where learners hand in / store mobile phones:

Learners will hand their mobile phones to the staff from their Class ‘Teams’, who will meet them at the relevant ‘drop off’ point each morning. Learners will be asked to turn their phones/electronic devices off and they will then be taken carefully to the secure storage location.

Who is responsible for secure storage:

The Reception admin staff team will be responsible for the secure storage during the school day.

What happens where a learner arrives without following the expected arrangement:

Wherever possible, staff will encourage learners to hand over their electronic devices. Failure to do so will result in a phone call home to gather the support/input from family members. Complete failure to hand in any devices will result in learners being educated away from their peers for the duration of the time they are not complying with the expectations.

How phones are returned at the end of the school day:

All electronic devices will be returned to learners in their respective learning spaces at the end of the day as they prepare for their journey home.

Arrangements for phones brought onto off-site activities / trips:

Each activity/trip will be treated differently and information relating to the use of mobile phones/electronic devices will be provided within the communication provided to families prior to the trip. This information will also be provided to learners well in advance of the visit.

How urgent parent/carer contact is managed:

Should parents/carers have an urgent need to contact their child, this can always be arranged by contacting the Reception team, who will ensure that any messages or contact is delivered to the child.

Appendix 2 – Exceptions, Reasonable Adjustments and Individual Arrangements:

Process for requesting an exception or reasonable adjustment:

Should a child have a specific reason for requiring their phone or electronic device during the school day (eg due to a specific health condition), this must be supported by relevant evidence and/or documentation. This should come to the child's class teacher in the first instance.

Who approves the arrangement:

Headteacher

How the need and agreed parameters are recorded:

Any agreed exceptions to the mobile phone policy will be recorded on the Class Learning Profile. In addition to this, there may be a need to record the information on safeguarding and medical systems, dependent upon the nature of the exception.

Permitted purpose / times / locations:

This will depend on the reasons behind the exception however, for all non-health related exceptions, phone usage will be supervised by a member of staff and in a space which is not used for learning.

How the arrangement is communicated to relevant staff:

- Through morning staff briefings
 - Through team de-briefs
 - Through staff meetings
 - Specific communication with selected staff, possibly via email
-

Review date / review process:

This will be dependent upon the reasons for the exception and the duration for the exception.

Appendix 3 – Local Response, Sanctions, Confiscation and Searching:

Initial response to a breach:

Phone call home and removal from contact with other students until resolution has been agreed.

Sanctions available under the Behaviour Policy:

This will depend upon the frequency of failure to adhere to the mobile phone policy and any associated behaviours. At all times, staff will employ skills and strategies to reduce conflict and deescalate situations.

Who may confiscate a device:

Staff members employed by MIAG.

Secure storage arrangements:

All devices will be stored in one secure storage location.

Return arrangements:

This will follow the agreed return arrangements outlined above.

Circumstances in which a search may be undertaken and who is authorised:

If there is a concern that a learner is concealing a mobile phone or electronic device, a search will be sanctioned by the Headteacher or whomever is designated Headteacher if they are off-site. The Headteacher will discuss the grounds for a search with the DSL. Once this authorisation has been provided, the search must be carried out by two members of staff in line with KCSiE and MIAG Safeguarding policy expectations.

Recording requirements:

Any searches will be recorded on CPOMs, logged on the relevant tracker and families informed.

Safeguarding / DSL escalation route:

The DSL will be informed of any search about to be undertaken and will support the granting of authorisation from the Headteacher. Should the matter need to be escalated, this will be done so through the correct route in line with the MIAG Safeguarding policy.

Appendix 4 – Communication, Education and Monitoring:

How learners are taught about mobile phone risks and responsible use:

Through PSHE lessons and ‘drop-down days’.

How parents/carers are informed:

Through regular updates and a variety of communication methods, to ensure that all families have the required information.

Staff briefing / training arrangements:

All staff will receive regular updates and policy training through morning briefings, team de-briefs and staff meetings.

How incidents are monitored:

Incidents are recorded on Arbor and also, where relevant, on CPOMs.

How learner voice is gathered:

Learner voice is gathered through daily conversations with each individual and also through scheduled learner voice collection events.

Information reported to SLT / Governance:

At each Governor meetings, information is provided to outline any trends and patterns around mobile phone usage and the success of the implementation of the policy.

Date of next provision-level review:

December 2026

Document Control:

This policy forms part of the MIAG Policy Framework and should be read alongside the MIAG Organisational Excellence Framework, Governance, Policy & Assurance Framework, relevant MIAG strategies and associated policies.

Policy		Mobile Phone & Smart Technology Policy
Policy Type		MIAG Organisational Policy +
Policy Owner		Lisa Savage, COO/Guy Swallow, Head Teacher
Approved By		Guy Hopson
Approval Date		25 th August 2026
Effective From		1 September 2026
Review Date		August 2027
Current Version		1.0
Applies To		All MIAG provisions; provision-specific arrangements are set out in the appendices.
Version	Date	Summary of Change
1.0	24/08/26	New MIAG organisational policy incorporating statutory DfE mobile phone guidance and provision-specific arrangements.

MIAG — Meeting Individual Aspirations & Goals