

Mobile Phone Protocol



THE DUKERIES
ACADEMY

Review Date

May 2027

Ratified

June 2026

Next Review Date

June 2027

Responsible Colleagues

Vice Principal

Our Vision



Transforming Lives of our learners

We seek to ensure that all our learners receive a high-quality education from expert staff and aspire to achieve the best they possibly can, no matter their background or ability. Our learners have safe, supportive learning environments in which they develop, grow, and challenge themselves. We are determined that our learners will receive the very best enrichment and opportunities to help them reach their full potential and ensure they are prepared for the future, wherever it might take them.



Transforming Lives of our colleagues

Our colleagues are supported with the very best professional development through our innovative ATT institute, allowing them to stay focused on learning and developing as practitioners whilst they progress in their careers. We share the very best practice across our community of academies to help build systems and processes that really work.



Transforming Lives in the communities we serve

We are committed to actively engaging with and addressing inequality in our local areas. We understand that every one of our academies and their diverse communities are different, so we aim to build a supportive, collaborative, and nurturing relationship with each whilst sharing our key values across our Trust.

**Commitment
to Education**

**Transparency
and Integrity**

**Innovation and
Improvement**

**Dedication to
Inclusivity**

Our Values

Commitment to Education

Our core purpose is to positively impact the lives of all our learners. Education will always be at the heart of everything we do.

Transparency and Integrity

We are proud of our success whilst being open and honest about our areas for improvement. Our actions are always ethical and in the best interests of all our stakeholders.

Innovation and Improvement

We are committed to innovative education- always moving forward and never standing still. Our learners are ambitious and prepared for a future that is constantly changing and developing.

Dedication to Inclusivity

Our learners are all different and all important to us. We aspire to support, challenge, and help each one of them reach their full potential, regardless of their background or level of ability.

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Principles of this policy

1. Policy Overview

This policy sets out our expectations regarding student mobile phone use during the school day. In line with Department for Education guidance and our commitment to safeguarding and learning, students will **no longer be permitted to use mobile phones at any point while on school premises**. To support this, we are implementing **Secure Lockable Phone Pouches** for every student.

2. Objectives of this Policy

- Eliminate distraction from learning caused by mobile phones
- Promote positive behaviour, engagement, and wellbeing
- Prevent misuse of mobile devices, including bullying, filming, upskirting, and academic dishonesty
- Create a safer school environment and reduce safeguarding risks
- Reinforce a calm and focused school culture through consistent rules

3. Scope

This policy applies to:

- All students during the school day (including breaktimes and transition periods)
- All devices capable of communication (phones, smartwatches, earbuds, etc.)
- All areas of the school site and all off-site, school-organised activities

4. Secure Lockable Phone Pouches – How the System Works

- Each student will be issued a **personally assigned signal-blocking pouch**
- Students must bring their pouch to school **every day**
- **At the start of tutor time**, phones are to be **placed inside and locked** in the pouch under staff supervision
- The pouch remains on the student's person but **cannot be opened until the end of the school day**
- At the end of the final lesson, staff will **unlock pouches in-class using unlocking stations**
- If a student leaves school early, the pouch will be unlocked by **reception staff**
- If a pouch is forgotten, a **temporary pouch** will be issued, and usage monitored

5. Expectations of Students

- Bring your pouch every day and use it without exception
- Keep your pouch and phone secure and undamaged
- Follow all staff instructions regarding pouch use
- Do not bring or use any item intended to bypass the system (e.g. second phone, magnets, smartwatches)
- Do not damage or deface the pouch – this is treated as deliberate misconduct

6. Expectations of Staff

- **Enforce pouch use during tutor time**, including visual checks and supervised locking
- Conduct **spot checks** during the day if misuse is suspected
- **Unlock pouches at the end of final lessons** (if you hold an unlocking station)
- **Report damage, missing pouches or misuse** to [Designated Role]
- Keep your unlock station secure and inaccessible to students

7. Expectations of Parents and Carers

- Ensure your child brings their pouch to school each day
- Reinforce the message that **phones must not be used during the school day**
- Accept that any damage to a pouch will be chargeable
- Use the **school reception as the point of contact** in emergencies – students are not contactable during the day

8. Breaches of Policy – Sanctions

| Offence | Description / Example | Sanction |
|---|---|---|
| Possession of a Detacher | Being found in possession of any device used to unlock pouches, including unauthorised detachers or improvised tools. | - 1 day of Internal Isolation - Permanent confiscation of the detacher - Parent/carer informed |
| Possession of an Un-Pouched Mobile Device | Student found in possession of a phone that is not locked in a pouch at any time during the school day. | - Confiscation of the phone - Phone only returned to parent/carer, who must attend Academy and sign to confirm they have addressed the issue with their child - 1 day of Internal Isolation |
| Damaging, Destroying or Tampering with a Pouch | Includes intentionally damaging, cutting, forcing open, or otherwise vandalising a pouch to access the phone. | - 1 day of Internal Isolation - Confiscation of the mobile phone - Phone only returned once the parent/carer has paid for a replacement pouch - Parent/carer meeting required |
| Placing Incorrect Items in the Pouch | Deliberately placing another object (e.g. calculator or dummy phone) in the pouch to give the appearance that the phone is secured. | - Confiscation of the phone - Phone only returned to parent/carer, who must attend Academy and sign to confirm they have addressed the issue with their child - 2 day of Internal Isolation |
| Possession of an Unlocked Pouch | Found with a pouch that has been unlocked but still contains an accessible phone during the school day. | - Confiscation of the phone - Phone only returned to parent/carer, who must attend Academy and sign to confirm they have addressed the issue with their child - 1 day of Internal Isolation |

9. Emergencies

In an emergency, parents must contact school reception. If a student requires urgent contact with home, staff will facilitate this through appropriate channels.

10. Exceptions

Any required exceptions (e.g. for medical or SEN reasons) must be agreed in writing with the **SENCO** and **Headteacher**. These will be rare and handled discreetly.

11. Monitoring and Review

This policy will be monitored by the Senior Leadership Team and reviewed annually or in response to updated DfE guidance.

Responsibility for loss and disclaimer

As previously stated, it is understood why parents may want their child to bring a mobile phone into school in a rural community. The academy retains no liability for any phone that is brought into academy which is either lost, stolen or damaged or used in a manner which is against the owner's consent.

Replacement of the pouch if lost or damaged is the responsibility of the parent/carer and can be purchased through our online link on our website.