



HALEWOOD
ACADEMY

WE SEEK THE BEST

Mobile Devices & Confiscation of Items 2025-2026

Version Number: 03

Ratified by Local Governing Body:

September 2025

Next Review Date: October 2026

Academy Link: Mrs N Cross

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I INTRODUCTION:

- 1.1 The purpose of this policy is to give the necessary opportunity for academy leaders, teachers, students, and parents to take steps to ensure that the ownership of mobile phones/i-pods/air-pods and the wearing of jewellery does not impact negatively on standards around the academy.

2 PURPOSE:

- 2.1 Halewood Academy accepts that parents may give their children mobile phones to protect them from everyday risks involving personal security and safety on the way to and from the academy.
- 2.2 The decision to provide a mobile phone for their children is made by parents with a full understanding and acceptance of this policy.
- 2.3 It is the responsibility of students who choose to bring mobile phones onto academy premises to adhere to the guidelines outlined in this document.
- 2.4 Parents are reminded that in cases of emergency, the school office or admin e-mail address remains the appropriate point of contact and can ensure that your child is reached quickly, and assisted in any appropriate way.
- 2.5 Parents should not contact their children during the academy day via mobile phones. Similarly, it is not acceptable for students to contact parents during the academy day via mobile phones. The school office remains the first point of communication between the academy and home.

3 THEFT OR DAMAGE

- 3.1 Students who bring a mobile device or wear jewellery to the academy should turn off the device and remove prohibited items before entry into the academy building.
- 3.2 The academy accepts no responsibility for replacing mobile devices or jewellery that is lost, stolen or damaged whilst on academy premises if not handed in for safe keeping, during academy events or whilst attending educational visits.
- 3.3 The academy accepts no responsibility for students who lose or have their mobile devices stolen while travelling to and from the academy.

- 3.4 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords must not be shared.

4 RULES

- 4.1 Students are permitted to use their phones from 8.00am – 8.30am on site. After this time mobile devices should be turned off and not seen until the end of the school day at 3.00pm.
- 4.2 Mobile phones/i-pods/air-pods, smart watches and Bluetooth speakers should not be used on the academy premises by students after 8.30am and before the end of the school day.
- 4.3 Parents who wish their child to have a mobile phone on their person to protect them from everyday risks involving personal security and safety on the way to and from academy, must support this policy.
- 4.4 Similarly, headphones/air-pods must not be used on the academy site.
- 4.5 Any students caught with such devices or jewellery during the academy day will be subject to the following:
- 4.5.1 Staff will ask the student to immediately hand over the phone/headphones/device/jewellery.
 - 4.5.2 The device(s)/jewellery will be placed in an envelope marked with the student's name and left for safe keeping in the school office.
 - 4.5.3 Parents/carers will be informed of the confiscation by the academy.
 - 4.5.4 For the first confiscation, the student will be able to collect the item themselves at the end of the school day.
 - 4.5.5 Students who breach this rule more than once will not be allowed to collect the item themselves. Their item must be collected by parents/carers on a day that is convenient to them.
 - 4.5.6 Failure to hand in the device and follow a reasonable request will likely result in further consequences, such as a suspension.

4.5.7 Students repeatedly breaching the academy's rules regarding mobile devices and jewellery will be subject to a meeting with their Progress Leader and parents and the below will be actioned.

4.5.8 Students who repeatedly breach the rules (3 or more times in a term) will be checked on entry to the school with a wand (used for exams) to ensure they do not have their mobile phone upon their person or in their bag.

5 INAPPROPRIATE CONDUCT

5.1 Halewood Academy are fully aware that students may have unlimited and unrestricted access to the internet via mobile phone networks (i.e. 3G, 4G and 5G). This access means some children may sexually harass, bully, and control others via their mobile and smart technology, share indecent images consensually and non-consensually (often via large chat groups) and view and share pornography and other harmful content.

5.2 Any student who uses a mobile device to partake in any of the activity above will be subject to the academy's Anti-Bullying and Behaviour for Learning Policies.

5.3 Where necessary, the academy will work with the police to investigate and resolve serious incidents of inappropriate conduct.

5.4 Incidents of disruption in the classroom caused by the use of mobile devices will be subject to sanctions in line with the Behaviour for Learning policy.

5.5 Any inappropriate content found on social networking, blog or video websites will be removed via the host site and where appropriate used as evidence by the academy and any relevant authorities.

6 AIDS FOR LEARNING

6.1 One occasion where students will be permitted to use their mobile devices for learning is within GCSE Photography. Mobile photography will remain an important part of the GCSE course. Therefore, all students studying photography will be asked to hand their phones at the school office and specify it is for photography. These will be kept safe until lesson time, students will be able to collect their mobile device for use within this lesson only. Students using the devices during lessons will be issued with a photography pass and must return their mobile phone at the end of the lesson. They will be available for collection at the school office at the end of the day.

7 EXTRA-CURRICULAR TIME

- 7.1 If students are attending extra-curricular sessions the rules outlined above apply.
- 7.2 If a student needs to contact home to confirm attendance this should be done on an office phone with permission of the member of staff running the session.