

THE MAELOR SCHOOL



Mobile Phone Free Procedure

Committee Responsible	Wellbeing
Policy Author	LEY
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Review date	July 2026



1. Purpose

This procedure aims to minimise distractions and behavioural issues caused by mobile phone usage during school hours. It supports a focused learning environment and ensures pupil safety and well-being.

2. Scope

This procedure applies to all pupils in Years 7-11 during school hours, including break times and transitions between classes. It does not apply to Maelor Sixth students. It also applies to all staff responsible for enforcing the procedure.

3. Policy Statement

Mobile phones and related devices (e.g., AirPods) must not be seen or heard during school hours. Any breach of this rule will result in immediate confiscation. Pupils may have their mobile phones in school, but they must remain switched off and out of sight and sound.

4. Rationale

- Mobile phones contribute to distractions and behavioral challenges.
- Research shows that a reduction in mobile phone use can result in positive benefits to mental health and wellbeing.

5. Enforcement Procedures

- **Confiscation:**
 - Staff will place confiscated phones in envelopes labelled with the pupil's name and date.
 - Phones will be stored securely and taken to Reception.
 - After two confiscations within a half term, parents and carers will be contacted.
 - After three confiscations within a half term, the phone must be collected by a parent/carers.
 - Phones will only be returned to pupils at the end of the school day.
- **No Warning Policy:**
 - Phones seen or heard will be confiscated immediately without prior warning.
 - Refusal to comply with this procedure will be dealt with via the PAD system in the first instance.

6. Exceptions

- Pupils with medical needs (e.g., diabetes) or may be granted exceptions. These will be agreed via contact with the parent/guardian.



- Voluntary phone check-in at Reception is available for pupils who prefer secure storage or want help with regulating their mobile phone use.

7. Communication Strategy

- Assemblies and letters will inform pupils and parents.
- Clear signage will be placed throughout the school.
- Staff training and briefings for supply staff will ensure consistent enforcement.

9. Staff Responsibilities

- All staff are expected to enforce the procedure uniformly.
- Supply staff will receive guidance on arrival at the school to ensure compliance.

10. Review and Monitoring

- The procedure will be reviewed after the trial period and adjusted based on feedback and effectiveness.