PUTNEY
HIGH SCHOOL
GDST
GIRLS' DAY SCHOOL TRUST

Mobile Phone Policy

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Mobile Phone Policy

Use of Mobile Phones in School

We are proud of the many ways in which we embrace technology at Putney to ensure that our pupils are tech ready for their adult lives. We want our pupils to be creators, not just users, of digital technology and we believe technology is a fabulous tool. Used well and with discernment, it is exciting, enlivening and incredible preparation for the future.

However, we do not believe that mobile phones, and particularly smartphones, support our ethos of modern scholarship. Our human brains are incredible and via Putney's Science of Learning curriculum, we seek to teach every pupil how to harness their brain power. We know that social media and smart technology affect cognition and can have a detrimental effect on our neural pathways. Social media is, by design, addictive and of course the disastrous impact of social media on the mental health of children is widely documented. Creating a phone-free environment in school therefore has the power to decrease anxiety, increase concentration, and increase active play, while decreasing friendship issues associated with online activity. Government guidance issued in February 2026 underlines the importance of a phone-free environment for students in schools, and this policy is shaped by these recommendations: https://www.gov.uk/government/publications/mobile-phones-in-schools.

To ensure that we create a phone-free environment, all students in Years 7-11 are given a lockable Yondr pouch into which they must place their mobile phone each morning when they arrive in school. Once switched off and locked in this pouch at morning registration, the device is inaccessible until the pouch is tapped on the unlocking bases which are only available to students as they leave school. To further limit access to and engagement with smartphones, Year 7 and 8 students may not bring smartphones, smart glasses or smart watches into school at all until they are in Year 9. Students in Year 7-8 may bring a basic, non-smartphone model without internet capabilities, what may be termed a 'brick' or 'dumb' phone into school. We then require that all 'brick' phones are switched off and stored in their Yondr pouches from when the students arrive in school until the end of lessons.

If students are given a smartphone from Year 9 onwards, we recommend that robust restrictions are put in place by parents to allow the young person to build up their exposure to social media in a safe, controlled manner. Alongside this, students will be educated, through PSHE lessons, Computer Science lessons, the Pastoral Curriculum and assemblies, regarding the safe and appropriate use of personal devices and mobile phones. This is part of our wider focus on teaching online safety.

We recognise that by the Sixth Form, there are advantages to allowing students to take further ownership over their mobile phone use in preparation for their future lives beyond school. Sixth Form students are therefore allowed to use their phones within the Sixth Form building according to the guidelines set out below respectfully and without creating a distraction to others. Students must not use mobile phones in lessons unless specifically

asked to or given permission to by their teachers and students are expected to model safe mobile phone use to younger students.

Use of Smart Glasses in School

Smart glasses are not permitted to be used or brought onto the school site by students in any year group within the school. This is due to safeguarding and privacy considerations related to their use.

Expectations

- All use of personal devices and mobile phones will take place in accordance with the law and appropriate school policies, including, but not limited to: Anti-Bullying Policy, Rewards and Sanctions Policy and the Safeguarding and Child Protection Policy.
- Electronic devices of any kind that are brought onto site are the responsibility of the user at all times. The school accepts no responsibility for the loss, theft, damage or breach of security of such items on school premises.
- The sending of abusive or inappropriate messages/content via mobile phones or personal devices is forbidden by any member of the community; any breaches will be dealt with according to the Rewards and Sanctions Policy or Staff Code of Conduct.
- All members of the community are advised to ensure that their mobile phones and personal devices do not contain any content which includes indecent images of a minor, may be considered to be offensive or derogatory, or would otherwise contravene the school behaviour or Safeguarding and Child Protection Policies.

Students' Use of Personal Devices and Mobile Phones

- Any Junior School student with a mobile phone, will hand it in to reception when they arrive in school. They can then collect their phone when they leave at the end of the school day.
- Students in Years 7 – 11 are required to place their mobile phone (and smart watch if applicable) in their Yondr pouch at morning registration. The pouch is locked, in front of their Form Tutor or Co-tutor, and the pouch cannot be opened until the student leaves the building at the end of the school day at the unlocking stations detailed below. Students will be made aware of the consequences of breaching this requirement, as set out in the appendix to this policy.
- Students in Year 7-8 are not permitted to bring smartphones and/or watches into school and if they bring a 'brick' or 'dumb' phone into school they must store it in their Yondr pouch throughout the school day.
- If a student needs to contact their parents or carers they must use the school phone at reception; in very exceptional circumstances, they may be given permission to unlock their pouch to use their own device with oversight from school staff.

- Parents are advised to contact their child via the school office during school hours.
- Mobile phones or personal devices will not be used by Year 7 – 11 students during lessons or school time unless as part of an approved and directed curriculum-based activity with consent from a member of staff, for example as part of educational visits and school trips.
- Regular Yondr-checks will be undertaken by Heads of Year and Heads of Key Stage in Years 7-11 and any infringements will be handled as per the sanctions outlined below.
- If necessary, searches for and of mobile phones or personal devices will be carried out in accordance with the relevant searching and confiscation guidance.

Staff Use of Personal Devices and Mobile Phones

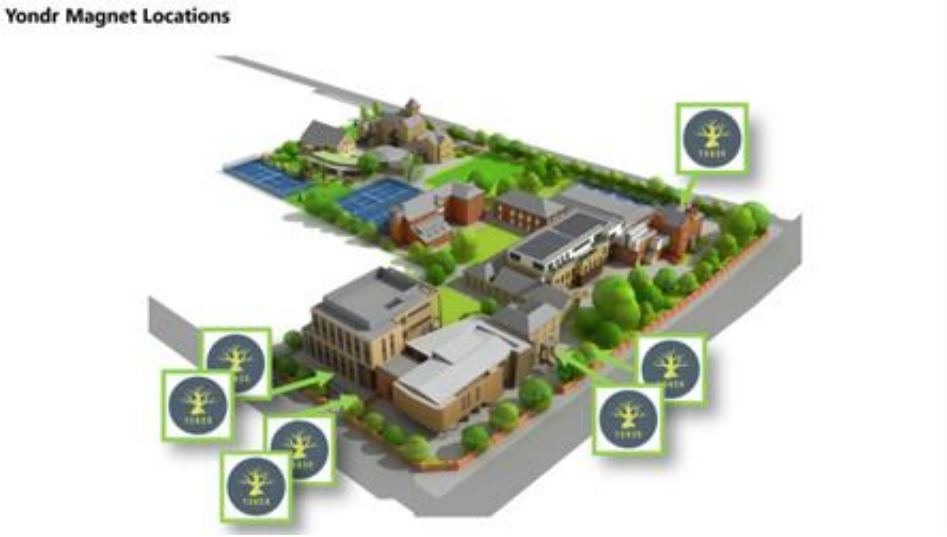
- Members of staff will ensure that the use of personal phones and devices takes place in accordance with the law, as well as relevant school policy and procedures, such as: Safeguarding and Child Protection Policy, and Acceptable Use Agreements.
- Images of students must not be stored on personal devices.
- Staff are reminded not to use their mobile phones within sight of students including during lessons or other school activities unless unavoidable for example as part of two-factor authentication.
- In the Junior School, staff are not allowed to use their personal mobile phones when in direct contact with children. In the EYFS, staff are required to keep any personal devices locked away at all times and may only use their personal devices when children are not present.
- Smart glasses are not permitted to be used within the school premises, or to be used in the presence of any student i.e. on a school trip.
- Further detail can be found in the GDST School Staff Code of Conduct & Behaviour Policy.

Visitors' Use of Personal Devices and Mobile Phones

- Parents, carers and visitors (including volunteers and contractors) must use their mobile phones and personal devices in school in accordance with the school's Acceptable use Agreement and other associated policies, such as Anti-Bullying and Safeguarding and Child Protection policies.
- Visitors are not permitted to use smart glasses on the school premises.
- Information is provided to inform parents, carers and visitors of expectations of use, including reminding parents not to take photos of children in school unless they are given permission to do so – this includes performances and competitions with multiple participants.

- Members of staff are expected to challenge visitors if they have concerns and must always inform the DSL of any breaches of school policy.

Yondr unlocking stations can be found on entry/exit, as shown below:



- Athena entrance
- Boathouse
- Lytton Grove entrance
- Nurses room
- Putney Hill entrance
- Reception

Appendix 1 – Procedures and sanctions for mobile phone use in the school setting

Junior School

- Any Junior School student with a mobile phone, will hand it in to reception when they arrive in school. They can then collect their phone when they leave at the end of the school day.

Years 7-8

- In Years 7-8 smartphones or smart watches are not permitted on the school site. For an example list of appropriate mobile phones, please see here: https://www.smartphonefreechildhood.org/alternatives#first-phones

Years 7-11

- Students are expected to demonstrate, to their Form Tutor or Co-tutor, that their phone (and smart watch if applicable) is turned off and placed inside their Yondr pouch and that the pouch is locked during morning registration and not unlocked until the end of the school day. For sports fixtures and school trips, students must follow the specific instructions of teaching staff.
- Students who have forgotten their Yondr pouch will hand their phone in to reception and will be able to pick up their phone at the end of the school day. One behaviour point will be issued.
- Students who lose their Yondr pouch will be issued with a new one, and parents will be charged for the replacement.
- Students whose Yondr pouches are damaged beyond use will be issued with a new one, and parents will be charged for the replacement – if damage is deemed to be intentional, an appropriate sanction will be applied.
- If a student is found in possession of their phone outside a Yondr Pouch, the phone will be confiscated, an email sent home, and two behaviour points will be issued (1 x for not having the phone in the pouch and 1 x for using the phone).
- If a second phone is found outside a Yondr pouch in addition to the student's primary phone, the phone will be confiscated, a meeting with parents will be held, and an internal suspension will apply.
- If a Year 7-8 student brings a smartphone into school, the phone will be confiscated, a meeting with parents will be held, and an internal suspension will apply.
- If a student is found in possession of a Yondr unlocking station, or a similar strength magnet used to unlock the pouches, this will lead to an internal suspension.
- If a student is found to be using smart glasses in school, an appropriate sanction will apply.

Sixth Form

- Students are not allowed to have mobile phones on view or in use within the main school building.
- Students are expected to use mobile phones within the Sixth Form building respectfully and without creating a distraction to others.
- Students must not use mobile phones in lessons unless specifically asked to or given permission to by their teacher.
- Students are expected to model safe mobile phone use to younger students.

Exemptions

- If a student requires phone access due to a health, medical or pastoral reason, parents must agree this with the student's form tutor and Head of Year and appropriate accommodation will be made.