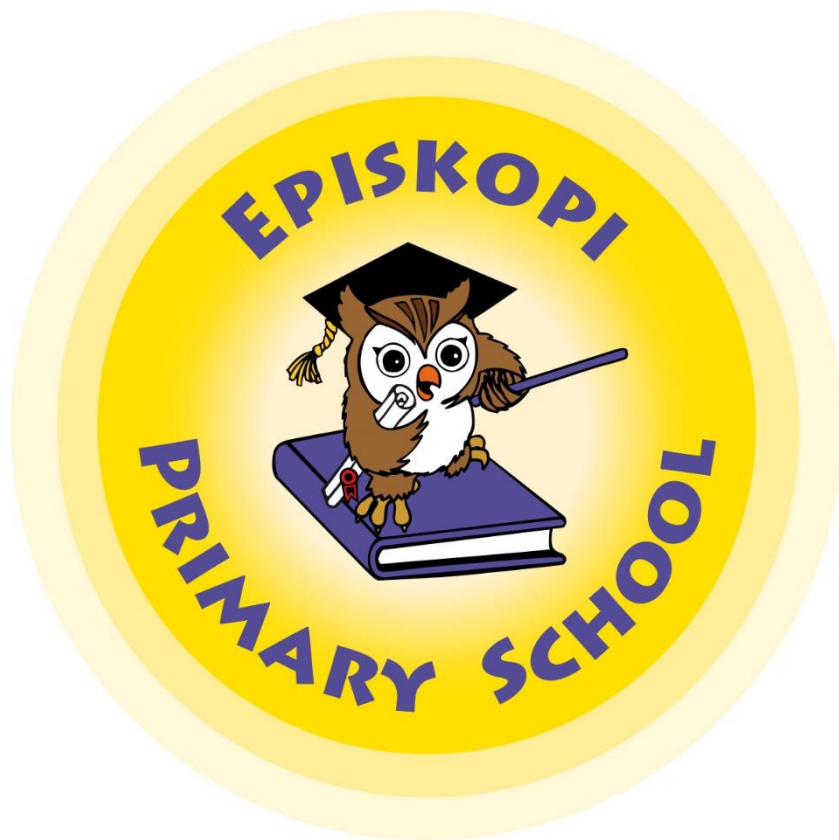




Mobile Phone and Smart Devices Policy

Curious and kind – have the courage to shine!

Rationale:

Episkopi Primary School has a clear policy on not allowing pupils to bring smart devices into school. Where smart devices are referenced it is used to include all devices such as iPads/tablets or wearable technology such as smart watches. We recognise that smart devices are part of everyday life for many children and they can play an important role in helping pupils to feel safe and secure. However, we also recognise that they can pose a safeguarding risk to all of our pupils, prove a distraction in school and can provide a means of bullying or intimidating others.

Therefore, pupils are not permitted to have smart devices at school or on school trips, visits or educational opportunities provided by the school. If in the rare event of a parent requiring his/her child to bring a smart device to school for an exceptional circumstance (such as a health need), we ask that parents ensure:

- Devices are clearly marked or identifiable so that the pupil knows their own.
- The device must be handed in to the class teacher first thing in the morning and collected from them by the child at home time. Any device is left at the owner's own risk and the school is not accountable.
- Smart devices brought to school without permission will be confiscated and returned at the end of the day.
- No pupil is permitted to wear a smartwatch which can record, take photos or be used to message or communicate with others.
- Episkopi Primary School accepts no liability for the loss or damage to smart devices which are brought into school or on school grounds.

Episkopi Primary School has the right to confiscate or search a smart device. In the unlikely event of needing to do this, we will endeavour to contact a parent or carer. As part of this agreement, your child should agree to unlock the device if required by a member of staff.

Where a pupil is found by a member of staff to be using a smart device, the device will be confiscated from the pupil, handed to a member of the office team who will record the name of the pupil and attach it to the device. The smart device will be stored by the school office.

The pupil may collect the device at the end of the school day. Parents will be informed and this will be dealt with in line with our behaviour policy. If this practice continues more than three times, then the school will confiscate the device until an appropriate adult collects the device from a member of the senior leadership team. If a pupil is found taking photographs or video footage with a smart device of either other pupils or teachers, the device will be confiscated and this will be regarded as a serious offence and disciplinary action will be taken according to our behaviour policy. If images of other pupils or staff have been taken, the device will not be returned to the pupil until the images have been removed by the pupil in the presence of a member of the leadership team. Should a pupil be found to be using their device inappropriately, the school reserves the right to withdraw this privilege and they will no longer be able to bring a device into school.

We ask that parents talk to their children about the appropriate use of smart devices. Should parents need to contact pupils or vice versa during the school day, this should be done via the usual school procedure of contacting the school office via phone or email.

Parents may want to look at the advice [here](#) which explains how to add some parental controls to the device and gives advice on how to keep children safe.

Policy evaluation and review

The policy is reviewed every 2 years, or more frequently as required.

- Date of last review: September 2026
- Date of next review: September 2028

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