



Whitburn Church of England Academy

Electronic Devices Policy

Preface - Vision and values

The Academy Vision and Values can be found here

<https://www.whitburncofeacademy.org/about-us/academy-vision-and-values/>

This policy and its associated procedures are based on these key principles and values.

Electronic Devices

This policy is introduced **from 25th June 2026, in accordance with DfE guidance:**

[Mobile phones in schools - GOV.UK](#)

This policy refers to electronic devices which include mobile phones, smart watches, air pods and other devices which allow access to social media.

Students in Years 7-11

Whitburn Church of England Academy is a ‘device free’ school.

Every student, in Years 7-11, has been given a personal mobile phone pouch which is signal blocking and lockable. It is each student’s responsibility to bring their pouch with them to school every day and keep it in good working condition. Students are not required to bring a phone or any other electronic device to school. However, where students choose to do this, they must ensure electronic devices, are switched off and placed into their pouch which will remain sealed all day. This must happen as soon as a student enters the school site and BEFORE they enter the school building. Students are responsible for their own electronic devices remaining in their pouch.

If a student opens the pouch without permission to access their electronic devices, it will be confiscated and can only be collected by parents or carers. Students will be able to open their pouches at the end of the school day using the magnetic ‘unlocking stations’ situated at each of the exit points.

When a student forgets their pouch, they will be required to hand in their electronic devices, to the Main Office and the incident will be recorded. A breach detention will be given on the same day as a consequence. These devices will be securely stored until this has been completed. (*For Daily Procedure, see Appendix 1*).

Students may be searched via an electronic scanning wand if they are suspected of:

- Having an additional electronic device.
- Not placing their electronic devices, in a pouch or handing them in to staff.
- Using an electronic device, without permission throughout the school day. If a student is found with an electronic device during the school day, these will be confiscated and students will complete a day in reflection. These devices will not be returned to students and must be collected by parents / carers at the return from reflection meeting.
- Where a student repeatedly, (after 3 occasions) does not secure their electronic devices, in a pouch, they will be required to hand in their electronic devices at the start of the school day, and a fixed term suspension will be issued.

Any students who lose or deliberately vandalise their pouch will be required to purchase a new pouch at a cost of £25. Please note that the school does not accept liability for loss or damage to student property at any time.

The school has legal protection from liability for confiscated items.

Any diabetic students who require an electronic device to check their blood sugars will be issued with a Velcro-fastening pouch. This would be following a meeting with a member of the SMT / Pastoral Lead, and with medical evidence having already been provided. If a student with this type of pouch uses their phone for any other purposes throughout the school day, then a sanction will be issued.

Where students are unable to meet the stated expectations, the following deterrents are in place:

- After school detention.
- Restorative work.
- Reflection.
- Suspension.
- Permanent Exclusion.

Parental consent is not required for detentions.

Sixth Form Students

Sixth Form students will not be required to have and use a mobile phone pouch, though they can if they wish. Sixth Form Students will be permitted access to their mobile phone at certain limited times and locations, i.e. in their teaching classes and the Sixth Form study area – **IF** their use is regarding their learning. Their mobile phone use will be prohibited in front of younger students, for example along main school corridors. **Misuse will result in a verbal correction, and repeat offenders will be escalated to involve the Head of Sixth Form.**

Appendix 1

Daily Procedure

- Unlocking stations will be unlocked by the Site Supervisors each morning from 8.15am and locked at 9.01am. Then again at 3.25pm until 5.00pm.
- Every student must turn OFF their electronic devices and place them inside their pouch, BEFORE they enter the building.
- Student doors will not be opened until 8.43am. If any student needs access into the building from earlier (no earlier than 8.00am) they should come through the Main Reception.
- As they walk into the building, students will turn the pouch upside down to show their Pastoral Lead / ISA on the door that their pouch is filled and locked.
- Form Tutors will double check the pouches during registration whilst conducting the daily uniform check.
- If a student forgets their pouch and has brought their electronic devices into school, the device will be placed into one of the phone lockers situated in the school office and the student will be added to breach. The electronic device can be collected by the student at the end of the school day, after the breach detention has been completed.
- Pouches will remain with the student throughout the school day. Pouches will remain locked during the day and are then opened at the end of the school day by the students via the unlocking stations.

Students who claim not to have an electronic device on them:

- Students will be wanded. If an electronic device is discovered, they will have the device confiscated and the student will spend the rest of the day in reflection and will attend the breach detention until 4.30pm. The device will then be returned to parents / carers at the return from reflection meeting (usually the following day).

Students who arrive late to school:

- Will enter through the atrium and turn their electronic devices off and place them in their pouch; Reception staff will check this. Students who claim not to have an electronic device on them, will be wanded.

If a student's electronic device is seen, used or heard later in the school day:

- The device will be confiscated and locked in one of the secure boxes in school. The student will be referred to the Reflection Room for the equivalent of one day and the device will be returned to parents/carers in the return from reflection meeting.
- If a student refuses to hand over the device this is seen as defiance and will result in suspension.

If a student refuses to put their device into a pouch or refuses to hand over their device:

- The student will be issued with a fixed term suspension.

Off Site Use:

- **Sporting fixtures** – Students use their mobile phone pouch as directed above. Staff supervising the ‘event’ will have a mobile phone pouch unlocker for off-site use if dismissal is after hours or students leave for home from the event.
- **School trips** - Staff in charge will advise if devices are allowed and what permissions (if any) are permitted on the trip. Information will be provided in advance of the trip.

Leave of absence for an appointment out of school:

- An ‘unlocking station’ will be in the main office for students to open their pouch.

Year 11 Prefects using the village at lunchtime:

- Will not have access to their electronic devices whilst in the village; the same rules apply as above.

Students with Medical conditions:

- **Type 1 Diabetes:** Students will have access to a Velcro pouch so that continuous glucose monitors can continue to be tracked and blood sugar levels can be managed; medical staff also monitor glucose levels.
- **Severe Allergies and Asthma:** All staff will follow the Individual Health Care Plan and contact home immediately in the event of an emergency.
- **Students with diagnosed Epilepsy and Seizure Disorders/Heart Conditions:** Parents/carers should speak to the child’s specialist medical team and the school; in the event that a modification needs to be made to the child’s Individual Health Care Plan in the wearing / use of a tracking device as essential medical equipment an adjustment will be considered.

Young Carers:

- Students can request to make contact with home via the Pastoral / Main Office each break and lunchtime if they need to.

Mental Health Conditions:

- Students can request to make contact with home via the Pastoral / Main Office each break and lunchtime if they need to.

Contacting parents / carers during school day:

- Pastoral Team or Main Office team will call the parent / carer on students behalf if deemed necessary.

3 breaches of electronic devices expectations will result in suspension.

Electronic Device Policy (i.e. mobile phone / air pods / smart watch)		
Linked to	➤ Student Behaviour Management Policy ➤ Searching and Confiscation Policy ➤ Exclusion Policy	
Review Cycle = 3 Yearly		
Creation Date	Version	Status
16 th June 2026	1.0	Approved by the Governing Body
Revision Date		