

# **Sparsholt C of E Primary School**

## **Mobile Devices Policy 2025 - 2026**



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| Review Frequency                          | Annually   |
| Reviewed by FGB Committee Chair           | July 2025  |
| Review Date                               | July 2026  |
| Approved by the FGB Committee             | 21 <sup>st</sup> July 2025   |
| Statutory or Non-Statutory                | Statutory  |
| Signature of Headteacher                  |  |
| Signature of Chair of Approving Committee |  |

## **1. Purpose**

The purpose of this policy is to ensure a safe and focused learning environment at Sparsholt CofE Primary School by managing the use of mobile devices on school premises.

## **2. Scope**

This policy applies to all pupils at Sparsholt CofE Primary School.

## **3. Policy Statement**

- **Pupils are not permitted to bring any mobile devices—including mobile phones, smart watches, tablets, or similar electronic devices—onto school premises.**
- The only exception to this rule is where a mobile device is required for a documented medical reason (e.g., a device necessary for monitoring a health condition).
- Any requests for exemptions must be made in writing by the parent/carers to the headteacher and accompanied by supporting medical evidence.

## **4. Medical Exceptions**

- Where a pupil needs to bring a mobile device for medical reasons, the parent/carers must:
  - Submit a written request to the headteacher, providing details of the medical need and supporting documentation from a healthcare professional. (Appendix A)
  - Arrange a meeting with the headteacher and relevant staff to discuss and agree on safe use and storage of the device during school hours.
- The school will ensure that:
  - The device is used solely for medical purposes.
  - Arrangements are in place for secure storage when the device is not in use.

## **5. Confiscation and Sanctions**

- Any unauthorised mobile devices found on pupils will be confiscated and stored securely in the school office until collected by a parent/carers.
- Repeated breaches of this policy may result in further sanctions in line with the school's behaviour policy.

## **6. Communication**

- This policy will be communicated to all parents/carers via the school website, newsletters, and during parent information sessions.
- Reminders will be issued at the start of each term.

## **7. Review**

This policy will be reviewed annually, or sooner if required by changes in statutory guidance or school needs.

**Template: Parent Request for Medical Exception**

To: Headteacher

**Subject: Request for Medical Exception – Mobile Device**

Dear Headteacher,

I am writing to request permission for my child, [Child's Name], in [Class], to bring a [Device Type] into school for medical reasons. This device is required for [brief description of medical need].

I have attached supporting documentation from [Healthcare Professional's Name/Practice].

Please let me know if you need any further information.

Kind regards,

[Parent/Carer Name]

[Contact Details]