

# Madeley Academy



## Mobile Phone Policy

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| <b>Date:</b>        | <b>October 2026</b> |
| <b>Review Date:</b> | <b>October 2027</b> |

**Introduction and Purpose**

This policy should be read alongside the Academy Behaviour Policy, Safeguarding and Child Protection Policy, Online Safety Policy, and Searching and Confiscation procedures.

Madeley Academy is committed to providing a focused, calm and safe social learning environment for all students. To help reduce distractions and protect student mental health, the Academy building is a mobile phone-free zone.

In line with recent DfE Guidance, our policy is to ensure that the Academy day is free from any disruption by mobile technology, this will allow students to focus on their education and encourage face-to-face socialisation.

**Mobile phones should be "Never Used, Never Seen, Never Heard"**

The Academy operates a "Never Used, Never Seen, Never Heard" policy for all students. Mobile phones and smart devices should be switched off and kept, either in a blazer pocket or Academy bag (If the bag is never left unattended).

This policy applies from the moment a student enters the Academy building until they leave the building at the end of the day. It includes lesson times, transition on corridors, break, and lunchtimes. At the end of the day once out of the Academy building students may access their devices if needed, checking travel arrangements, home etc. However, if this time is misused parents will be informed.

**Sanctions and Confiscation**

Failure to adhere to the "Never Used, Never Seen, Never Heard" rule will result in the following sanctions:

- Confiscation: Any device seen or heard will be confiscated by staff and placed in a secure location in a locked Academy cabinet.
- Duration: The device may be collected by the student at the end of the day
- Academy staff have the legal power to confiscate items, including mobile phones, under statutory guidance 'Searching, Screening and Confiscation' and behaviour legislation. Confiscated items will be returned in accordance with Academy procedures.

**Safeguarding and Data**

- Photography/Filming: Taking photos or videos on Academy premises is strictly prohibited.
- Where there is good reason to suspect that a device contains evidence of a criminal offence, child protection concern, or poses a risk of serious harm, authorised staff may examine data on the device in accordance with DfE Searching, Screening and Confiscation guidance. Where appropriate, devices may be passed to the Police

**Exceptions and Medical Needs**

Requests for exceptions will be considered on an individual basis, considering medical needs, disability, SEND, safeguarding considerations and Equality Act 2010 requirements

**Emergency Contact**

- Students to Parents: If a student needs to contact home, they should go to the Attendance Office.
- Parents to Students: Parents should not call or text their child's phone during the day. All emergency messages should be relayed through the Main reception on Tel: 01952 527700

**Responsibility for Loss/Damage**

The Academy accepts no responsibility for the loss, theft, or damage of any personal mobile device brought onto the premises. Students bring devices to the Academy entirely at their own risk.