

Mobile Phone Policy

2026-2027

Reviewed by Sally Powell: 14 August 2026

MPW Board Approval: 3rd September 2026

Next Review: June 2027

1 Introduction

Legislation introduced by the government in April 2026 requires schools and colleges be “mobile-free by default” from 29th June 2026. This policy explains the rules relating to permissions relating to mobile phones in MPW alongside permissions relating to other devices, such as laptops, tablets, smartwatches and smartglasses. It should be read in conjunction with the college’s E-Safety Policy and the Student Code of Conduct.

2 Mobile Phones

2.1 Years 10 and 11

- Students must take their phones to 90 Library for morning registration and collect them at the end of their final lesson, at either 4.00 pm or 5.00 pm.
- Phones must be switched off and kept out of sight in a pocket or bag while students make their way to the Library. Any phone used or visible after arrival at school and before it has been handed in will be confiscated.
- Phones and other devices (see below) may not be used in the GCSE Common Room.

2.2 Years 12-14, including UFP and UAL

- Students may bring phones to the college but they must be switched off and kept out of sight in a pocket or bag while students are in class or moving around the school.
- Students may use their phones silently in the two sixth-form spaces, these being 91 Library and 65.201 in QGH. Sixth-form students may use their phones silently in the sixth-form spaces (91 Library and 65.201 in QGH) between lessons. They may not use them to make calls or engage in any activity that causes sounds to be emitted through the speaker. Students may use headphones for such purposes but at a level that cannot be heard by others. Students who do not abide by this rule may have their headphones confiscated.
- Any phone used or visible outside a designated area will be confiscated.

3 Other Devices

Under the heading of “other devices” fall computers (laptops and tablets), and smartglasses.

- Students may bring their computers to classes only if they have a genuine educational need for them. This must be confirmed by Amy Sivadasan (SEND CO). Tutors may at any time ask the student to show them their device’s screen, to ensure that the device is being used for work purposes only. If a tutor establishes that they are not, this will be a disciplinary offence, the device will be confiscated and the student’s DoS will be informed. They may also ask the student at any time to close the device and to put it away.
- Students may not use devices fitted with a SIM card and may only use the college’s wi-fi.
- Sixth-form students may use their computers in the libraries and sixth-form spaces. All communal areas of the school (reception areas, the restaurant, the terrace, corridors and staircases) are screen-free areas during the college day.

4 Boarders

During the college day, boarders must respect the same rules as day students as outlined in section 2. The rules governing phones outside these times are given below.

It should be noted that the dining area is a screen-free zone during the college day and during mealtimes outside of the college day for all boarders. Devices may therefore only be used in the dining area after dinner on weekdays and outside of mealtimes at the weekend.

4.1 Years 10 and 11 / Aged 14-15

- On weekdays, students may use their devices before 9am and after 6pm in the communal areas of the boarding house (including the restaurant relaxation area) or in their rooms until lights out. All devices with screens must be handed in to House Parents at bedtime registration.
- On weekends, students may pick up their phones from 9am onwards and use them in the restaurant relaxation area or in their rooms until lights out. All devices with screens must be handed in to House Parents at bedtime registration.

Years 12-14, including UFP and UAL

- On weekdays, students may use their devices before 9am and after 6pm in the communal areas of the boarding house (including the restaurant relaxation area) or in their rooms until lights out.
- On weekends, students may use their phones at all times in the in the communal areas of the boarding house (including the restaurant relaxation area) or in their rooms until lights out.
- Phones, laptops and tablets may remain in students' rooms overnight but must be switched off and put away after lights out. Students who fail to follow this rule, particularly where device use is affecting their sleep, may be required to leave their devices in the Boarding Office overnight.

5 Sanctions

5.1 Years 10 and 11

- Any phone used or visible after arrival at school and before it has been handed in will be confiscated.
- Any laptop or tablet used outside a classroom or the library will be confiscated.
- Any laptop or tablet used inside a classroom or the library for the use of which the student does not have permission will be confiscated.

5.2 Years 12-14, including UFP and UAL

- Any phone used or visible outside the designated sixth-form spaces will be confiscated.
- Any laptop or tablet used outside a classroom or the library will be confiscated.
- Any laptop or tablet used inside a classroom or the library for the use of which the student does not have permission will be confiscated.

5.3 Escalation of sanctions

The following sanctions will apply to confiscated phones and devices:

- *First confiscation:* The device may be collected by the student from Reception at either Queen's Gate or Queen's Gate House (depending on where the phone was confiscated) at 6.00 pm. Students whose phones were confiscated in Harrington will need to collect their phones from Reception in Queen's Gate.
- *Second confiscation:* The device may be collected by the student from Reception at 6.00 pm and parents will be informed.
- *Third confiscation:* The device may be collected by the student from Reception at 6.00 pm and parents will be informed. They will also be informed that any further infraction of the rule will lead to the student's suspension.
- *Fourth confiscation:* The student will be suspended pending a meeting with the student and their parents to agree arrangements for the student's future access to and use of devices in school.

5.4 Confiscation arrangements

- If a staff member sees a student with a phone in class, the college communal areas or at any time or place not permitted by the above rules, they must confiscate the phone and take it to 90/92 Reception or QGH Reception, having informed the student that this is where it will be kept. Staff in Harrington may take it to either location.
- If a phone is confiscated in a lesson, the member of staff must take it to reception during the lesson break.

- If the student refuses to hand over the phone, the member of staff should email SLT for assistance.

6 Other relevant policies

- Behaviour policy
- Cyber-bullying policy
- E-safety policy
- Safeguarding policy