



Fairfield High School Device Free Policy

This policy is reviewed annually to ensure compliance with current regulations

Approved/reviewed by

Principal

Date of next review

September 2026

Device Free Policy

Students must have mobile phones switched off or on silent and in their school bag upon arriving onto school grounds (playground outside areas). Mobile phones should remain switched off or on silent and in school bags from arrival to school until the end of the school day for all year groups. When then school day is finished students should not remove mobile phones from their bags until they are outside of the school gates.

If there is an issue or a message needs to be relayed to a student during the school day parents, guardians should: call main reception, email tutor, achievement coordinator or achievement manager and the information will be passed on. However, should the person contacting the school need to speak to the student that will be possible via main reception or pastoral offices. The same offering applies to students, upon leaving the school gates, if there is an issue, concern, or a message – students can go to main reception or pastoral offices to seek access to a phone to call home.

Should a student have their device visible at any point whilst on school grounds from entering the school gates, break/lunch times a member of staff should confiscate the item, place it in an envelope, write the students name and hand in to main reception. When leaving school devices should not be visible until students have left school site e.g., walked through the school gates.

Process:	Action:	
Standard expectation if device is seen.	Device e.g., mobile phone confiscated until the end of the day.	
*CC data report shared with ACs – this information will be shared with year team including tutors.	Students with persistent logs for not following the device free expectations year teams will, speak with student, contact home, and consider report to support change behaviour.	
Misappropriate use e.g., filming a fight, playing games, using the phone during the day etc.	Sanctioned following behaviour policy and device confiscated. Home contacted and informed that they should consider keep the phone home due to the incorrect usage or it is kept in school for a period. An agreed plan implemented.	
Persistent concerns regarding student behaviour regarding device free expectations.	Device confiscated and home contacted to discuss report, sanctions due to persistent refusal to follow instructions regarding usage. An agreed plan implemented. **FTS could be a result of persistent behaviour.	

*CC – Class Charts

**FTS – Fixed Term Suspension

When confiscating:

- Staff must inform students where they can retrieve their device from at the end of the day i.e., from **ground floor Resource base** or main reception.
- Staff should check in with the year team of the student they will be able to support in implementing the correct support or sanction.
- It is the member of staff's responsibility to log the information on Class Charts – it should not be sent to End of Day (EOD) unless the behaviour escalates e.g., refusal to hand over mobile phone resulting in pastoral or SLT support, student swearing etc. then details should be reported to EOD.
- If a student is refusing to hand over their mobile phone, the member of staff can seek support from Duty, year team or SLT. The member of staff should contact home i.e., call or email to raise concern and request support from home.

Rationale:

The aim of a device free school will encourage students to interact with one another and develop their social and interpersonal skills, whilst considering their well-being and the overconsumption of information accessible through their mobile phone. Staff will also engage with being a device free school and should only use devices in non-student facing spaces.

Access to Teams (for homework/resources) and Class Charts are available before and after school – this will enhance student's organisational skills. Activities for learning is still possible, the school will invest in technology to ensure students can still engage in a dynamic curriculum. Communicating with students is still possible as they will have their phones on until they enter the school gates and once, they leave the school gates at the end of the day. During the day parents, guardians, external agencies can contact the school via phone or email and messages will be shared.

Consultation on this policy was taken and views of all stakeholders was considered.