



Belfast Model
School for Girls
ACHIEVEMENT FOR ALL



MOBILE PHONE & DIGITAL COMMUNICATION DEVICE USE **POLICY**

APPROVED BY THE BOARD OF GOVERNORS: SEPTEMBER 2025

Rationale

Mobile phones and ear-pods can be a significant distraction to the everyday running of the school and can disrupt teaching and learning. While we fully respect a parent or carer's decision to allow their daughter to bring a mobile phone to school for safety or communication purposes, our policy is clear: mobile phones and ear-pods must not be used during school hours. This includes lessons, corridors, and transitions between classes. This policy complies with the GDPR (General Data Protection Regulations) and the schools' GDPR Policy and Private notice.

Policy for students

Our policy on Mobile Phones for students is:

1. Mobile Phones and Ear-Pods must be switched off or placed on silent and kept out of sight in their school bag or blazer inside pocket and not used in lessons or in corridors when moving between lessons.
2. A student seen using their Mobile Phone and/or Ear-Pods in the classroom or corridor will be reported to the member of the Behaviour Support Team (BST) on duty during this time.
3. The member of BST will visit the classroom and escort the student to the school office where they will be asked to place their mobile phone and/or Ear-Pods into a lockable cabinet within an individualised space.
4. Student's will collect their Mobile Phone and/or Ear-Pods at the end of the school day from a member of SLT. No other sanction will be given to the student if they comply with this request.
5. If a student refuses to comply with this request, then their parent/carers will be contacted to discuss the next course of action and may result in a fixed term suspension from school.
6. Students may use their Mobile-Phone and Ear-Pods responsibly before school, during morning break-time and lunchtime in designated areas of the school.
7. The exception to these rules are Year 13/14 students who may use mobile phones in the classroom at the direction of the teacher.

Inappropriate use of mobile phones or other digital communication devices to record other students or staff in school is a serious breach of the school's Positive Behaviour for Learning Policy and appropriate consequences will be applied. This may include suspension.

Preventative Curriculum

The education of students relating to the appropriate use of mobile technology is conducted as part of our Personal Development and ICT curriculum.

Links with other policies

Safeguarding and Child Protection

Positive Behaviour Policy

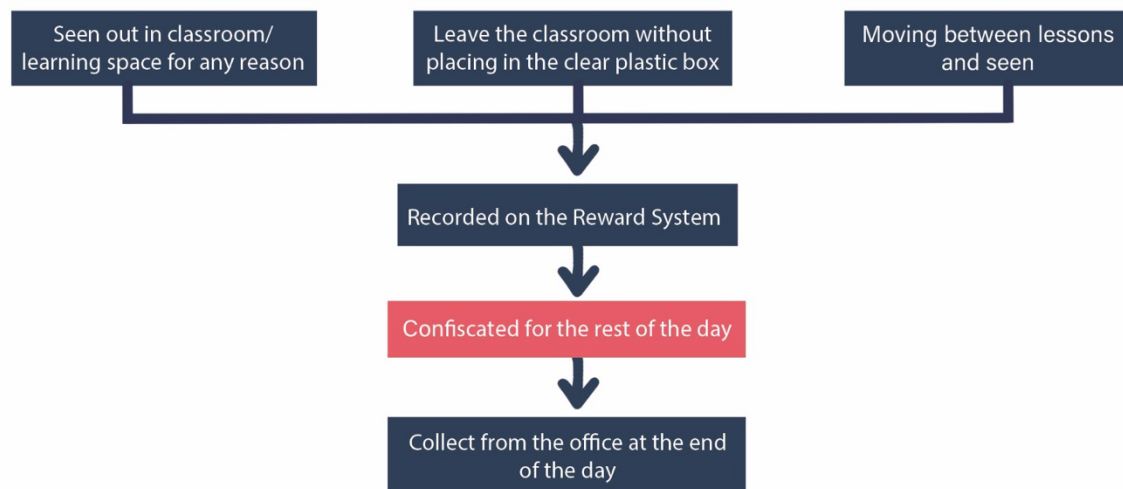
E-safety Policy

GDPR

MOBILE PHONE



EAR PODS/HEADPHONES STUDENT FLOWCHART



Students are allowed to use their mobile phones at the following times:

- Morning before school
- Break
- Lunch

Students are **NOT** allowed to take photographs, films or recordings = this is a C4 = sanction and confiscation of phone for a period of time.

1. Learning Time v Recreation Time
2. Prepares you for the world of work
3. Contract = Trust

IMPORTANT REMINDER

If a student brings these items into school they do so at their own risk.

The school is not responsible if they are lost or damaged.

They must be carried in the inside blazer pocket or school bag (out of sight).

Mobile phones are not allowed to be carried in the front top blazer pocket.

Mobile phones must be placed in the classroom clear plastic box when leaving the classroom.