



Mobile Phone Procedure



Partner school

John Taylor Multi Academy Trust

Background

At Chase Terrace Academy we're committed to creating a learning environment where every student can thrive. Our young people are growing up in an increasingly complex world, living their lives on and offline. This presents many exciting opportunities – but also academic, emotional and social challenges. Our goal is to promote a focused and distraction-free learning environment whilst encouraging responsible use of technology. To support this, we have introduced a mobile phone policy that incorporates the Yondr programme of lockable phone pouches <https://www.veryondr.com/>.

We believe that every student deserves the chance to experience a phone-free education and Yondr pouches provide a simple, secure way of supporting this approach across our school. This approach provides a balanced solution, ensuring young people retain possession of their phones while minimising distractions during school hours. The pouch helps foster social interaction, improve focus on learning, and reduce stress associated with phone use, all while maintaining communication for families during travel to and from school.

Student Phone Procedure & Guidelines

Our school is a phone-free community. Each student will be assigned a personal Yondr Pouch, and they are responsible for bringing it to school daily and keeping it in good working condition. Phones and wearable tech* will be secured in the pouch upon arrival and remain there until dismissal.

Daily Process

Upon arrival, students will:

- 1) Turn their phone off.
- 2) Place their phone and wearable tech inside their Yondr pouch and lock it in the presence of school staff.
- 3) Keep the pouched phone with them throughout the school day and store it in a backpack or locker. Pouches should not be kept in pockets or blazers.

At dismissal from school at the end of the day, students will unlock their pouch, retrieve their phone and tech, and re-close the pouch to protect the locking mechanism from damage. Pouches must be kept safe by the student and brought to and from school each day.

Note: Students arriving late or leaving early for pre-arranged appointments will pouch/unpouch their phones at the main school reception

*if a student wants to wear a watch they must only use a watch that is not capable of connecting to a mobile network, the watch must be a standalone device.

Procedures and Sanctions

Late Arrivals/Early Dismissals

Students arriving late or leaving early must pouch/unpouch their phones and wearable tech at the main school reception. Students that arrive late will receive a 30-minute detention. Pouches will be collected in by staff; students retrieve their pouches at 3.30pm.

Forgotten Pouches

The student's phone will be collected and securely stored in the office until the end of the day. Parents/Carers will be contacted and reminded of the procedures. If the pouch is repeatedly forgotten their pouch will be treated as lost and a replacement fee of £14 will be charged.

Phone Use During the School Day

If a student is found in possession of a phone that is not secured within their pouch on school site, the phone will be confiscated and stored in the main office. The phone will be returned once a Parent/Carer collects it.

Bag searches may be conducted if teachers have concerns that a student has a mobile device on them that hasn't been placed into their pouch.

If a phone that is within a pouch, sounds or is activated during the school day due to being left on, the student will receive a 30 minute detention, the phone will be confiscated and stored in the main office for collection at 3.30pm. If this repeatedly occurs phones may be confiscated until a Parent/Carer can collect the phone from school.

Damaged Pouches

Any attempt to tamper with the Yondr system, including use or possession of high-strength magnets will be treated as a serious incident, potentially resulting in a replacement fee of £14, confiscation until a Parent/Carer picks it up and a sanction to the student will be applied.

If accidental damage occurs, students must report it immediately. If damage is discovered during checks and has not been reported, it may be considered intentional.

The following examples may indicate intentional damage:

- ❖ Ripped or cut fabric
- ❖ Bent or cut pin
- ❖ Signs of force to the black locking mechanism

- ❖ Pen marks inside the pouch
- ❖ Pouch opening without a station
- ❖ Scuff marks on the black ball

The pouch should not be used as a replacement for a protective case and/or screen protector on a mobile device. The responsibility for the phone remains on the student and school does not accept responsibility for breakages.

Emergencies and Safeguarding

Communications During the School Day

Parents/Carers who need to contact their child during the school day should do so via the school office on 01543 682286. We will then pass this message onto the pastoral team to contact your child if necessary.

Medical Conditions

Students who require access to their mobile devices for specific medical purposes will be provided with a medical pouch.

Emergency Procedures

In an emergency, the priority is for students to follow school safety procedures under staff guidance. Unauthorised phone use during such situations may:

- Delay emergency responses
- Spread misinformation
- Put students and staff at increased risk
- Disrupt coordinated safeguarding measures

Emergency communications will be managed through the school. Designated staff will have access to portable unlocking stations or be able provide access to locking stations. Where it is safe for staff to use these, they will support students in unlocking their pouches.

Approved by:	Chair of Governors
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Next review due:	Termly until 2027