

Student Phone Policy & Guidelines (Year 7 – 11)

Phones are not to be used during school. Every student is assigned a personal Yondr Pouch. It is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

Optional – Make this a wearable tech policy and include smart watches and airpods, which must be placed in the pouch. Sanctions apply in the same way if these are seen.

Daily Process

Beginning of the Day

Students must bring their Pouch to school with them each day.

School Entrance

As students arrive to school they will:

- 1) Turn their phone off.
- 2) Open their Yondr Pouch by tapping against the Unlocking Base.
- 3) Place their phone inside the Pouch and secure it in front of school staff.
- 4) Store it in their school bag for the day.

End of the Day

Students will:

- 1) Open their Pouch
- 2) Remove their phone
- 3) Close their Pouch (Important to stop the pin bending in the bag)
- 4) Keep in their school bag overnight.

Late Starters or Early Leavers

Students arriving late in the morning will be greeted on arrival by a duty member of staff. The staff member will operate the same procedure as above.

When students have authorisation to leave site (permission slip) they will be able to access an unlocking station via the main reception as they sign out.

Deliberate Damage/ Breaches

Pouches will be checked daily to make sure they have not been damaged, there will also be random checks to school property carried out across the year.

Pouch Damage

If a student makes a conscious decision to damage their Pouch, the mobile/electronic device will be confiscated and stored securely until the end of the school day. We will notify parents via the Arbor notification system that the device will be available for parental collection only. School will not be able to facilitate collection before the end of the school day due to limited access to school site. Please note that phone will not be returned directly to the student as this can compromise our mobile phone free school environment.

As the provided pouch is school property, any deliberate damage caused to the Yondr Pouch is categorised as vandalism.

A sanction will be issued in-line with our behaviour policy which may include:

- Internal Suspension
- External Suspension
- Off Site Direction

Examples of damage:

- Ripped fabric
- Cut
- Torn
- Bent/cut pin
- Signs of force to black button on flap
- Damage to the black ball
- Pouch opens without unlocking station
- Graffiti

Accidental Damage

Notify the school immediately explaining what happened. If any damage is spotted at a pouch check it will be considered intentional unless the student has raised it previously.

Phone seen during School

If a student is found in possession of a phone outside of a locked Yondr pouch, the phone will be confiscated and a sanction will be issued in-line with our behaviour policy.

If a student refuses confiscation, then this will be escalated further in-line with the behaviour policy.

Forgotten Pouch

If a student forgets their Pouch, their phone will be collected, We will notify parents via the Arbor notification system that the device will be available for parental collection only. School will not be able to facilitate collection before the end of the school day due to limited access to school site.

Please note that phone will not be returned directly to the student as this can compromise our mobile phone free school environment.

Lost Pouch

If a student consistently forgets their Pouch, it is considered Lost. A £15 fee for a replacement Pouch. These will be available to purchase from Arbor Pay.

Unlocking Stations

If a student is found in possession of a Yondr unlocking station, or a similar strength magnet used to unlock the pouches, this will be considered a serious breach and could lead to a suspension.