



# Mobile Phone & Personal Device Policy

Perrott Hill British School Prague *Effective Date: September 2025*

## 1. Aims and Objectives

This policy is aligned with the UK Department for Education's guidance on "Mobile Phones in Schools" to create a focused, respectful, and safe learning environment. We recognize that while technology is integral to modern life, the presence of mobile phones in schools can be detrimental to concentration, mental health, and face-to-face socialization.

Our specific aims are to:

- Create an uninterrupted learning environment free from digital distraction.
  - Promote "socially active" break times where students engage with peers rather than screens.
  - Protect the privacy and data of our community by strictly regulating image capture.
  - Empower students to develop healthy boundaries and "digital discipline".
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## 2. Rights and Responsibilities

Liability (At Your Own Risk)

- Personal Responsibility: Mobile phones are brought to school entirely at the student's own risk. The security of the device remains the student's responsibility at all times.
- School Disclaimer: Perrott Hill British School Prague accepts no responsibility for mobile phones that are lost, damaged, or stolen on school premises, during transport, or on school trips.

The "Never Used, Never Seen, Never Heard" Standard

For the majority of the school (Primary and Secondary), our expectation is simple: Never Used, Never Seen, Never Heard. If a phone is visible or audible, it is considered a breach of policy, regardless of whether it was being "used" at that moment.

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## 3. Usage Protocols by Year Group

Primary School (Years 1-6)

- Prohibited: Students are strongly recommended not to bring mobile phones to school.



- Storage: If a phone is required for safety during the commute, it must be switched off before entering the school gates and handed to the Class Teacher immediately upon arrival. It will be returned at dismissal.
- Smartwatches: Wearable technology with communication capabilities (e.g., Apple Watch, Garmin) must be disabled ("School Mode") or left at home.

#### Secondary School (Years 7–11)

- "Gate-to-Gate" Ban: Phones must be switched off and stored in lockers or bags from the moment the student enters the school premises until they leave.
- Breaks & Lunch: Mobile phones are not permitted during break times or lunch. We prioritize active play and social interaction.
- Transport & Clubs: Students are not permitted to use phones during after-school clubs or on school-organized transport (e.g., the school bus) to ensure safety and social cohesion.

#### High School / Sixth Form (Years 12–13)

- Privilege of Maturity: We recognize the growing independence of our oldest students.
- Designated Zones: Sixth Form students may use phones only in the Sixth Form Common Room or designated study areas.
- Restrictions: High School students strictly must not use phones in corridors, the canteen, or areas shared with younger students to strictly maintain the "Never Seen" ethos for the rest of the school.

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## 4. Exemptions and Special Circumstances

- Medical Necessity: Students with specific medical conditions (e.g., diabetes monitoring via app) may be granted an exemption. This requires a formal meeting with the Head of Pastoral Care and a written plan.
- Educational Use: In rare cases, a teacher may explicitly authorize the use of personal devices for a specific lesson activity (e.g., recording a drama performance). This permission applies *only* to that lesson and that room.
- Emergency Contact: Parents must not call or text their child directly during the school day. In an emergency, please contact the School Reception. We will locate your child immediately.

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## 5. Image Use and Privacy (GDPR)

To protect the privacy of our community and comply with GDPR:



- No Photos/Videos: Students are strictly prohibited from taking photos or videos of staff or other students on personal devices without explicit permission.
  - The "Changing Room" Rule: Under no circumstances are phones allowed in changing rooms, toilets, or swimming pool areas. Possession of a device in these areas will be treated as a severe safeguarding breach.
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## 6. Sanctions and Consequences

Failure to adhere to this policy will result in the following sanctions, escalating based on frequency and severity.

| Offense              | Consequence               | Protocol  |
|----------------------|---------------------------|---|
| First Offense        | Confiscation (End of Day) | The device is confiscated and stored in the School Office. The student may collect it at 15:30. A notification is sent to parents.              |
| Second Offense       | Parent Collection         | The device is confiscated. The parent/guardian is required to come to the school to collect the device. It will not be returned to the student. |
| Third Offense        | Internal Suspension       | The student faces a formal detention or internal suspension for persistent defiance of school rules. A "Phone Ban" contract is signed.          |
| Refusal to Hand Over | Gross Misconduct          | Refusing to hand over a phone to a staff member is considered Gross Misconduct and may result in external suspension.                           |

Acknowledgment This policy operates in conjunction with the Perrott Hill Acceptable Use Agreement (AUA) and Behaviour Policy. Enrollment at the school constitutes acceptance of these regulations.