



Kingsmead School
Mobile Phone Guidance
2026

Mobile Phones / Smart Watches and Other Electronic Devices

- Students are expected to have their mobile phone/electronic equipment turned off and in their bag. Staff will confiscate these devices when a student hasn't followed the procedure. Smart Watches are to be only used for time management. Notifications should be turned off.
- If a student is caught using their phone / smart watch or has their phone out on the school premises during the school day including leaving the school site, then a member of staff will confiscate the phone
- They are taken by the member of staff to reception
- Reception staff keep the item and record electronically
- Students will be able to collect the item at the end of the school day on the first occasion

Number of confiscations	Action taken
1	Device returned to the student/warning issued (logged Bromcom)
2	Parent/carer has to collect device (PREP issued)
3	Kept overnight parent/carer has to meet with PL to get device back the following day having checked for inappropriate use
4	Device is kept overnight parent/carer has to meet with PL to get device back the following day having checked for inappropriate use. Student is to hand the device to the progress teams at the start of the day and returned at the end. Treated as a serious behaviour incident and could lead to a suspension