



GORDONSTOUN

Junior School Mobile Devices Policy

MOBILE DEVICES POLICY

Following feedback with staff, pupils and parents, as well as desktop research and many years of lived school experience, this policy seeks to strike a balance between the benefits and the potential harms of technology. Our overarching approach is that phones are not required during the school day and therefore pupils will not have access to their phones at this time.

SCOPE

This policy covers the use of laptops, tablets, mobile phones, headphones (including in-ear, wired and wireless) and speakers on campus. It applies to day and boarding pupils in Gordonstoun Junior School.

EDUCATION

Addiction to and safe use of mobile devices is discussed in the ISC curriculum, boarding house and in assembly.

GENERAL

Boarding pupils must register all electronic devices with house staff. We recommend devices are also labelled with the pupil's name.

Pupils are only allowed one mobile phone.

EXCEPTIONS

Any pupil needing a mobile device for health or wellbeing reasons must have written approval from the Assistant Head Pastoral or Head of Junior School.

If staff feel that, despite limitations within this policy, boarding pupils are using laptops or phones excessively (e.g. for gaming or social media) additional restrictions to support learning or wellbeing may be imposed

COMMUNICATION BETWEEN STAFF AND STUDENTS

Pupil in Years 7 and 8 use of laptops is widely permitted within this policy. This means that pupils in those year groups can check their school emails on a regular basis, however, when members of staff need to contact pupils in Years 7 and 8, this should be done in a timely manner via their form teacher and copying the pupils in.

Pupils in Reception to Year 6 are not generally checking their emails during the school day, therefore any communication for them should be via their form teacher.

Pupil planning and administration time can be built into the final minutes of lessons, to support pupils in accessing email. Laptops are also accessible during prep.

CONTACT WITH HOME

Parents should not expect their children to be checking email or social media messages during the school day.

Wherever possible, parents of boarders should arrange to speak with or message their children during the times for permitted phone use as laid out in this policy. Special arrangements are put in place for families living in different time zones.

Parents who need to reach their child urgently should contact the Junior School reception or boarding house.

CHARGING LOCKERS

The table below sets out times when boarders' devices will be locked in House charging lockers. If the phone is needed outside of these times (for example in exceptional circumstances or in the case of time zone differences) House staff may unlock the lockers.

DAY PUPILS

Where it is noted below that devices must be left in the House, day pupils who wish to bring a mobile phone to school must leave it in the Junior School office before attending assembly.

SANCTIONS

Pupils found in contravention of the policy will have their device confiscated immediately and placed in a labelled envelope in the Junior School office. Boarding pupils will always be able to call home using the house phone if their phone is confiscated.

These items will be treated with care, but neither the school nor staff member will be responsible for repairs or replacements; items must be insured by the pupil.

1ST OFFENCE	<ul style="list-style-type: none">• Mobile devices confiscated for 24 hours.• Conversation with Form Teacher or Houseparent.
2ND OFFENCE	<ul style="list-style-type: none">• Mobile devices confiscated for 48 hours.• Conversation with Assistant Head Pastoral.• Communication with parents from Assistant Head Pastoral.
3RD OFFENCE ONWARDS	<ul style="list-style-type: none">• Longer or permanent removal of mobile devices considered.• Formal communication with parents from Head of Junior School.• Recommended addiction support.



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	LAPTOPS / TABLETS				MOBILE PHONES				HEADPHONES / SPEAKERS <i>(unless directed otherwise by an academic department)</i>			
	School Day	Prep	Evening / Weekend / Social Time	Overnight	School Day	Prep	Evening / Weekend / Social Time	Overnight	School Day	Prep	Evening / Weekend / Social Time	Overnight
	DAY PUPILS	School provided devices only for R-6 Yes for Y7 - 8	School provided devices only	N/A	N/A	No	No	N/A	N/A	Only when connected to laptop	Only when connected to laptop	N/A
YEAR 4 - 6 BOARDERS	School provided devices only	School provided devices only	No	In charging locker by 1930	No	No	At agreed times every evening and weekend	No	Only when connected to laptop	Only when connected to laptop	Yes	No
YEAR 7 - 8 BOARDERS	Yes	Yes	No	In charging locker by 2030	No	No	At agreed times every evening and weekend	No	Only when connected to laptop	Only when connected to laptop	Yes	No

OWNER	Head of Junior School
AUTHOR OF THIS POLICY	Assistant Head Pastoral
DATE OF THIS POLICY	May 2024
DATE OF REVIEW OF THIS POLICY	June 2025
APPROVAL AUTHORITY	Executive