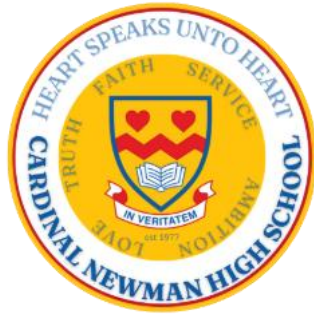




Cardinal Newman High School

Mobile Phone Policy

Created August 2026

Mobile Phone Policy of Cardinal Newman High School.

The following policy was constructed in collaboration with the Pupil Council, the Parent Council and the Staff Representative Group.

Views were gathered from each body who in turn had gathered the views of their constituent members.

At Cardinal Newman High School, the mobile phone policy follows North Lanarkshire Council's approach of local school-based decision making, supported by the Scottish Government's August 2024 guidance. The main aim is to provide a calm and safe environment for all pupils, where the priority is learning and not mobile devices.

1.Core Expectations: Not Seen, Not Heard.

- Students may bring their mobiles to school (for safety, for the journey; e-bus tickets) but they must remain switched off and, in a bag, out of sight in school during the lesson.
- Use is only permitted upon a teacher's permission for a specific educational activity e.g. research data for a project, use of digital learning apps such as Kahoot.
- If a pupil is allowed to leave a classroom during lesson time (e.g. to go to the bathroom) he/she must leave his/her mobile phone on the teacher's desk. It can be collected right after their return. This ensures that pupils remain focused on their task and are not distracted or using social media while out of teacher supervision.
- Classroom Lesson Change Overs: During classroom lesson change overs the out of sight rule is encouraged. Phones should not be used in the corridors. Students should pay attention to what is around them and move carefully to their next class. Whether on a smartphone or tablet, digital distractions in busy walkways can cause accidents and result in late arrivals.

2. Social Interaction & Wellbeing (Breaks and Lunch)

Cardinal Newman High School is committed to fostering a vibrant school community. We believe that face-to-face communication is vital for developing social skills and emotional wellbeing.

- **Encouraging Connection:** Pupils are encouraged to engage in conversation and shared activities during social times.
- **Minimising Disruption:** Constant phone use is recognised as a significant disruptor to these meaningful social interactions.

Use of mobile phones are **not** banned during this time but pupils will be encouraged to use this time for social activities.

3. Digital Etiquette & Rights

Following Scottish Government principles, the school maintains strict rules on the responsible use of technology:

- **Privacy:** Taking photographs or videos of any individual without their express permission is strictly prohibited and may be reported to the police if the incident is potentially criminal.
- **Cyber-Bullying:** Any misuse of phones to harass, bully, or intimidate others will be dealt with under the school's promoting positive relationships policy. Parents of pupils who are experiencing this type of bullying will be encouraged to report such activity to the police.
- **Liability:** The school and North Lanarkshire Council accept no liability for any mobile phones that are lost, damaged, or stolen on school grounds

4. Sanctions for Inappropriate Use

To ensure a focused learning environment, the school applies a consistent "Two-Strike" approach to mobile phone misuse within the classroom.

Stage 1: Formal Warning

If a pupil is found using a phone inappropriately during a lesson, they will be given a formal verbal warning. The pupil must switch off the device and store it out of sight.

Stage 2: Confiscation & Year Head Involvement

If the pupil continues to use the phone inappropriately, during the same lesson or after a warning has been issued, the following steps will be taken:

- **Handover:** The pupil must hand the phone to the class teacher.
- **Storage:** The phone will be passed to the relevant Year Head for secure storage.
- **Collection:** The pupil can collect the phone from the Year Head at the end of the school day.
- **Demerit:** A demerit will be officially recorded against the pupil's behaviour record for non-compliance.

Exception: Phone Payments at Lunch

We recognise that some pupils use their mobile devices for mobile payments at lunch.

If a phone is confiscated before lunchtime:

- The pupil may visit the Year Head at the start of lunch to retrieve their phone.
- The phone must be returned to the Year Head immediately after the lunch period ends.
- The device can then be collected at the end of the school day as per standard procedure.

Failure to hand over the phone will result in the Head Teacher being informed. The Head Teacher will contact home and organise a meeting with the parents to discuss non-compliance of school rules and further sanctions.

Management of Persistent Misuse

At Cardinal Newman High School, we aim to work in partnership with parents and carers to ensure mobile phones do not interfere with a pupil's progress or wellbeing.

- Accumulation of Demerits: Each time a pupil reaches 'Stage 2' (confiscation by the Year Head), a demerit is recorded.
- Parental Consultation: Where a pupil has accumulated 5 demerits in a school term for mobile phone misuse, the Year Head will contact the family to arrange a formal meeting.
- Meeting Objectives: The purpose of this meeting is to discuss the impact of phone use on the pupil's learning and to agree on a supportive strategy moving forward. This may include a voluntary agreement for the pupil to leave their phone at the school office every morning.