



Ruthvenfield Primary School Mobile and Digital Device Policy

This policy, in line with National and PKC guidance, sets out how mobile and digital devices should be used in our school. For the purposes of this policy, the words “mobile” and “digital device/s” refers to **any** digital equipment capable of storing, processing and transmitting information. This includes mobile phones and **any** wearable technology such as smart watches and fitness trackers.

Our Aim

As a school recognised with the Digital Schools Award, we are committed to fostering a calm, safe and focused learning environment. Rooted in our positive ethos, we support all learners to demonstrate respectful and responsible behaviour – both in person and online. Our approach promotes a strong sense of safety, security and wellbeing for pupils, staff and families, ensuring that digital technology enhances learning without disrupting it.

Supporting Learners

School staff will support learners to develop digital resilience including managing online relationships, recognising scams and misinformation and protecting their wellbeing online. These topics – along with the effective and purposeful use of digital devices – will be explored through class learning activities and events such as Safer Internet Day. Parents and carers are encouraged to continue supporting their child’s digital resilience beyond the school environment.

Digital Safety and Conduct

To access the school’s digital devices (ipads, laptops and desktop computers), all learners and parents/carers must sign up to our Acceptable User Policy.

Mobile devices in School

Mobiles and digital devices are **not permitted** in school unless a parent or carer deems it necessary for their child’s safety when travelling to and from school.

Medical Exceptions

Children who require a mobile device for medical purposes (e.g. diabetes monitoring) will be permitted to use their device as needed. The school will manage these cases in line with the child’s medical protocols.

Pupil Use of Devices

Learners must ensure their digital device:

- is switched off **before** entering the school grounds
- is not used in the playground or school building for any reason (take photos, videos or recordings)
- is handed in to the school office where it will be stored securely
- is collected from the school office at home time
- is not switched on until once they have left the school grounds

Device Responsibility

Learners bringing mobile devices to school are responsible for their care and use at all times. ***The school cannot accept responsibility for loss or damage.*** For this reason, parents/carers are advised to ensure appropriate insurance is in place for any device brought to school.