JOHN F KENNEDY
CATHOLIC SCHOOL
INSPIRE • ACHIEVE • SERVE

S6: SCHOOL PUBLICATION SCHEME			
Last reviewed:	**June 2026**	**Next Review:**	**June 2027**
Approved by Governors		**Date: 22 October 2026**	

Mobile Phone and Digital Equipment Policy

At John F Kennedy Catholic School, we are committed to creating a focused, safe, and distraction-free learning environment. In line with Department for Education (DfE) guidance, **John F Kennedy Catholic School operates a completely phone-free site during the school day.** While we recognise that parents may wish their children to carry a phone for safety during their commute, mobile phones have no place in the daily school environment. We fully recognise the immense social pressure students face and the documented negative impacts constant connectivity can have on their mental health and well-being. We owe it to our students to create a safe space where they can thrive. To ensure the school remains phone-free at all times John F Kennedy Catholic School operates a system where all mobile phones/sims/smartwatches must be locked in a phone pouch throughout the school day.

1. Core Rules, Procedures and Expectations

Years 7–11 ("Never Seen, Never Heard"): From the moment students enter the school gates until the end of the school day (including break and lunchtimes), mobile phones and digital equipment (including smartwatches) must be placed inside the phone pouches issued by the school and remain locked throughout the school day.

It is each student's responsibility to bring their pouch to school every day, keep it in good working condition, and lock their phone in the pouch before stepping onto the school site. Phones must remain locked away in the phone pouch while on the school site and can only be reopened using the unlocking devices situated at the exits at the end of the school day. If a student arrives late, their phone must be locked in the lockable phone pouch before stepping onto the school site. If a student has to leave early, they will need to unlock their pouch at the school exits before departure.

If a student forgets their pouch, they will be expected to leave their phone in their Achievement Team office for collection at the end of the day. This must be done upon arrival at school.

If a student damages their pouch - either on purpose or through wilful neglect, parents will be expected to cover the cost of replacing the pouch. Examples of intentional damage include:

- Ripped fabric

- Cuts or tears
- Bent or damaged locking mechanisms
- Signs of forced opening

Any phone found outside of a lockable phone pouch is considered a prohibited item.

Please note that phone use includes utilising bluetooth connection via headphones when a phone is in a pouch anywhere on the premises. Refusing to hand the phone over or refusal of a search will result in a fixed term suspension. The phone will be handed to a member of staff at the reintegration meeting and will remain with the Achievement Team until the end of the school day.

As a prohibited item, if a student is thought to be in possession of a phone, a search will be carried out unless the phone is handed over. This can involve the use of a metal detector wand if necessary.

Medical Exemptions: The school recognises that some students may require access to a mobile phone as part of an agreed medical or healthcare plan. Students with an identified medical need will still be required to place their phone in a secure pouch in line with the school's mobile phone procedures. However, where access to a phone is required to support the student's medical needs, the pouch arrangement will be adapted to ensure the student can access their device in accordance with their Individual Healthcare Plan. Any such adaptations will be agreed by the school in consultation with parents/carers and relevant professionals, and will be clearly documented within the student's medical plan.

Examinations: Mobile phones, smartwatches, and any data-retrieval devices are strictly prohibited in all examination rooms under JCQ regulations.

Sixth Form: As a privilege, Sixth Form students will not be expected to use phone pouches. They may use their mobile phones and earphones only within designated Sixth Form study and common areas. They must be turned off and put away when moving through communal school corridors, toilets, the main playground, or when in the presence of 7-11 students.

2. Sanctions for Non-Compliance

If a student in Years 7–11 has a phone visible or hears it ring/vibrate during the school day, the following stepped sanctions will apply:

- **First Offence:** The phone will be confiscated immediately by staff and passed to the relevant Achievement Team. It will be logged and kept securely until the end of the day, when the student may collect it.
- **Second Offence:** The phone will be confiscated immediately by staff and passed to the relevant Achievement Team. It will be logged and kept securely until the end of the day, when the student may collect it. An internal suspension will be issued and the student will spend the following day in the Reintegration Room.
- **Third Offence:** As the mobile phone is a prohibited item the student will receive a fixed term suspension.
- **Subsequent Offences:** A further fixed term suspension will be issued. The phone will be handed to a member of staff during the reintegration meeting and will continue to be handed in each day for an agreed period of time. This will begin with two weeks, increase to four weeks, six weeks etc.

3. Home-School Communication

- **Urgent Contact from Students:** If a student needs to contact a parent or carer during the school day, they must go to Student Services, where a school phone will be made available.
- **Urgent Contact from Parents:** If a parent needs to reach their child in an emergency, they must contact the main school reception. Messages or items will be delivered swiftly. Parents must not attempt to call or text their child's mobile phone during the school day.

Disclaimer: John F Kennedy Catholic School takes no responsibility for the loss, theft, or damage of any mobile phone or digital equipment brought onto the school premises.