



PERSONAL DEVICE POLICY

September 2026/2027

Passmores Academy

Part of the Passmores Co-operative Learning Community

Approved by: The Local Governing Body **Date:** 29 September 2026

Last reviewed: 29 September 2026

Next review due by: September 2027 (annual review)

Rationale

Educational research identifies a clear correlation between a young person's development and their use of electronic devices*.

Excessive screen time and unregulated use of such devices by children and adolescents can lead to potential negative impacts on physical and mental health, like sedentary behaviour, disrupted sleep, cyberbullying, and increased stress and anxiety. In addition, there is strong evidence that uncontrolled use during school hours could lead to distractions, hampering the learning process and academic performance.

After careful review and consultation, our aim is to limit the use of personal electronic devices in school. We aim to balance the benefits of connectivity and safety with the need to reduce the potential adverse effects. The goal is to minimise unnecessary and potentially harmful screen exposure while ensuring children can communicate with their parents or guardians during their commute to and from school.

As of September 1st 2023, use of electronic devices, in particular Mobile Phones will be limited to only the home-school journey.

From April 22nd, 2025 Students will be required to place their Mobile Phone and other devices (e.g. Smart watch and headphones) into a Yondr pouch.

*Electronic Devices includes but is not limited to Mobile Phones, Smart watches, Wearable Technology eg: Metaglasses, Handheld entertainment systems (eg: games consoles) and Portable internet devices, e.g. tablets, iPads

Legal Framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- DfE Current 'Keeping children safe in education' guidance
- DfE Current 'Searching, screening and confiscation' guidance
- The Data Protection Act 2018
- The UK General Data Protection Regulation (UK GDPR)
- The Voyeurism (Offences) Act 2019
- [Mobile phones in schools - GOV.UK](#)

Ownership and responsibility

Students are responsible for their own belongings. The school accepts no responsibility for replacing property that is lost, stolen or damaged either at school or travelling to and from school.

Students are responsible for replacing lost or damaged school property, including electronic devices.

Every student is assigned a personal Yondr Pouch. It is each student's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

Personal electronic devices

Personal electronic devices include, but are not limited to the following items:

- Mobile phones
- Smart devices such as watches
- Handheld entertainment systems, e.g. games consoles, mp3 players
- Portable internet devices, e.g. tablets, iPads

Expectations

Between the hours of 08:00 and 15:15, personal electronic devices (Mobile phone, Smart watches etc) will always be switched off and stored in their personal Yondr pouch. Pouches must be kept either in students' lockers or in their bags until 15:15 or until the student has left the premises*.

At the start of the day: Meet and Greet

- 1) Students will be welcomed at the main door by the senior leadership team or other staff members
- 2) They will need to show their phone is in the pouch before they lock it
- 3) Students will present the locked pouch to staff before entering the building

At the end of the day

Students will:

- 1) Open their Pouch

- 2) Remove their phone
- 3) Close their Pouch (important to stop the pin bending in the bag)
- 4) Keep in their school bag overnight.

If headphones are required for lessons such as Computer Science or Media, they must be wired and kept out of sight until students are directed by the teachers to use them. If students bring wireless devices, such as air pods, to school, they are also to be stored in the Yondr pouch.

Late Starters or Early Leavers

Students arriving late or leaving early will pouch/unpouch their phones at **Student Services**

* school premises are shown in Figure 1

Students without devices

Parents and Careers can opt out of the Yondr scheme

Parent / Carer will be asked to:

- Please confirm that your young person will not be bringing in their phone, smart watch or other electronic devices
- Please confirm that you agree to notify the school if the situation changes and they will be bringing in their phone, smart watch or other electronic devices so a Yondr pouch can be issued.
- Please confirm that you accept that your young person will be still subject to the random checks that we don as part of our compliance monitoring
- Please confirm that you accept that if your young person is found with a device on them, then action in line the normal behaviour policy will be applied

Students will be issued with a pass for when they enter the building. Failure to comply with this will result in the normal sanctions being applied

go.passmoresacademy.com/yondr to opt out

Spot checks

As per the above, students are greeted at the main entrance to the school in which they will have to present their phone and their Yonder pouch. Once it is confirmed their phone is away, they are permitted to enter the building. If a student is late then the staff on reception will conduct this check before they allow entry.

Spot checks will be used to confirm compliance.

Spot checks can be at the door or throughout the school day and can include students demonstrating that it is the only phone in their possession. Should the situation arise, students are required to comply with any request to check their mobile phone during an investigation, including unlocking the phone to facilitate a check of contents. All spot checks will be conducted in line with the school's Behaviour Policy.

Violations

Spot checks at the door

At the start of each day staff will endeavour to ensure that every student's phone is in a locked pouch. Students are required to show staff the phone in the pouch and lock it before entering the building. Where a phone is spot checked at the door, if the student is perceived to have deliberately not locked their pouch or deceived staff by pretending to lock it then a formal warning will be given. This will be logged on Arbor as a Misuse of Device – Formal discussion.

If this was to happen a second time or more then, a same day **90 Minute** after school detention will be issued due to the dishonesty of the student.

In some cases where it is clear that students are attempting to circumvent the rules eg: having two devices on them, one decoy phone in their pouch and their normal use device upon them then a same day **60 minute** detention will be issued. A second instance will result in a phone call from a senior leader and a same day **90 Minute** after school detention will be issued

A third instance will result in a parental meeting and the student being required to hand their device in a length of time to be agreed upon by the Principal or Vice Principals.

Phone seen during School

If a student is found in possession of a phone outside a Yondr pouch, the phone will be confiscated, and a same day **60 Minute** after school detention will be issued in the first instance.

A second instance will result in a phone call from a senior leader and a same day **90 Minute** after school detention will be issued

A third instance will result in a parental meeting and the student being required to hand their device in a length of time to be agreed upon by the Principal or Vice Principals

Forgotten Pouch

If a student forgets their Pouch, **their phone will be handed in, and the office will contact home to remind the parent of the policy.** The phone will be returned to the student at dismissal. Students will be required to wait until a member of SLT is able to return the phones, this may result in a delay to leaving.

Students will receive a -1 behaviour point for not having their pouch, 3 of these will trigger a 30 minute after school detention.

If a student consistently forgets their Pouch, it is considered Lost. **Refer to the Lost Pouch policy below.**

Reasonable adjustments

Where a student requires access to their phone for medical reasons a medical pouch may be issued. The same requirements and rules apply however if the student is required to use their phone, they may do so at Medical / Student Services in the presence of an adult.

Any use of the phone outside of the remit required for medical use will result in the same sanctions as any other student. If a student continues to violate the rules, then the medical pouch may be removed / other arrangements made to ensure compliance with this policy

Unlocking Stations

If a student is found in possession of a Yondr unlocking station, or a similar strength magnet used to unlock the pouches, this will be considered a serious offence and could lead to a suspension.

Accidental Damage

Notify the school immediately explaining what happened. If any damage is spotted at a pouch check it will be considered intentional unless the student has raised it previously.

Pouches will be checked to make sure they have not been damaged.

Pouch Damage or Lost Pouch

If a student loses their Pouch, contact home will be made and a replacement pouch will need to be purchased for **£15**

Where a pouch is found to have been damaged, a replacement must be purchased at a cost of **£15**. In the first instance, an **L90 sanction** will be issued for damage to school property. Any subsequent incidents will be addressed in accordance with the school's Behaviour Policy.

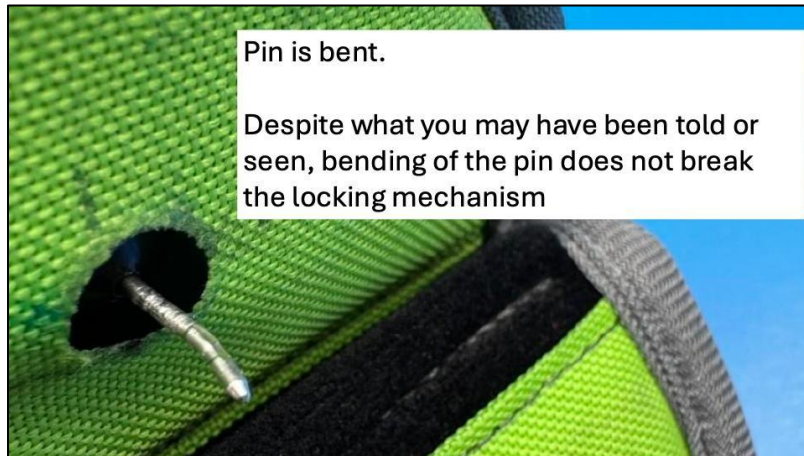
Please also refer to the **Accidental Damage** section above. The school is not required to establish precisely how the damage occurred; the damaged condition of the pouch will, in itself, be considered sufficient evidence for the replacement charge and associated sanction, unless the circumstances fall within the provisions relating to accidental damage.

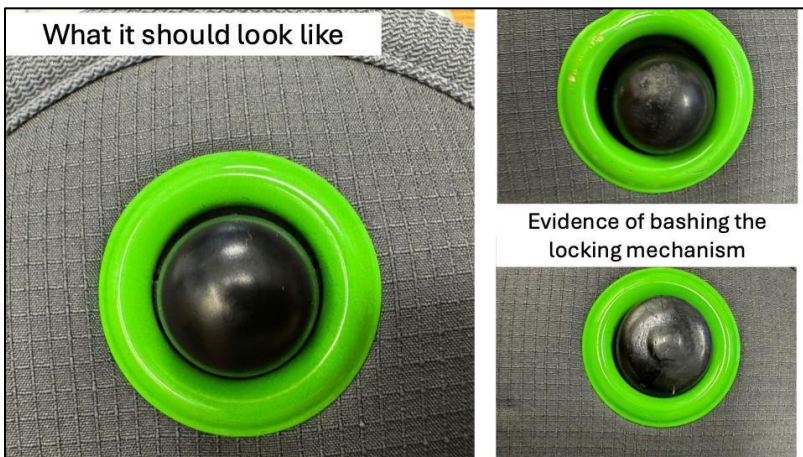
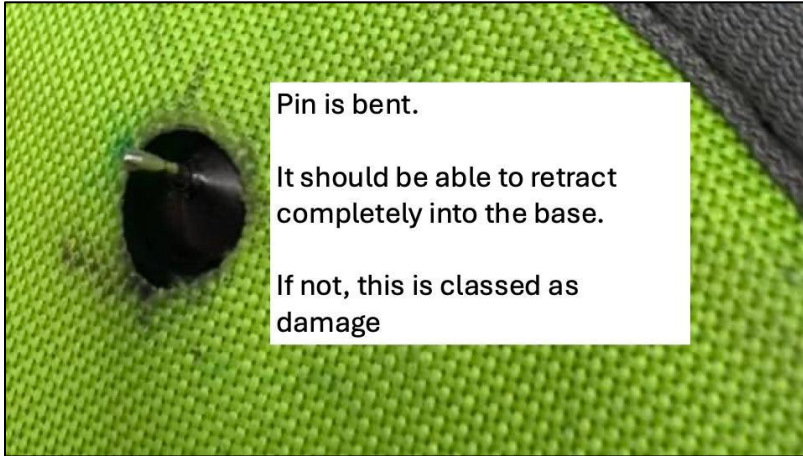
Examples of damage:

- Ripped fabric
- Cut
- Torn
- Bent/cut pin
- Signs of force to black button on flap
- Damage to the black ball
- Pouch opens without unlocking station

Failure to hand over a phone or any other electronic device when requested to do so by any member of staff will result in an escalation in sanction.

Examples of damage:







Policy review

This policy is reviewed annually.

Policy was reviewed and approved by the LGB board on the 29th September 2026

Any changes to this policy will be communicated to members of staff, students and parents.

School Premises



Updates:

Dec 2023 – School Premises outline updated to remove the bike sheds

Sept 2024 – Clarification of action for persistent offenders

March 2025 – Inclusion of the Yondr pouches and revision of sanctions

Oct 2025 – Inclusion of checks at main entrance, passes for entry and spot check

March 2026 – Clarification on sanctions when checking at the door

September 2026 – Inclusion of Wearable Technology eg: Metaglasses, update to procedures for meet and greet, update to sanctions for non-compliance, update to guidance on damaged pouches