

Ormiston Academies Trust

Ormiston Forge Academy

Mobile Phone Policy

Policy version control

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Background

At Ormiston Forge Academy, we are committed to creating a learning environment where every student can thrive. Our young people are growing up in an increasingly complex world, living their lives both online and offline. This presents many exciting opportunities, but also academic, emotional and social challenges. Our goal is to promote a focused and distraction-free learning environment while encouraging responsible use of technology.

To support this, we have introduced a mobile phone policy that incorporates the Yondr programme (www.veryondr.com).

We believe every student deserves the opportunity to experience a phone-free education. Yondr pouches provide a simple, secure way of supporting this approach, allowing students to keep possession of their phones while minimising distractions during the school day. This helps improve focus, encourage positive social interaction and support student wellbeing.

Our approach aligns with the Department for Education's guidance ([Mobile phones in schools - GOV.UK](https://www.gov.uk/guidance/mobile-phones-in-schools)), which promotes mobile phone-free schools to improve learning, behaviour and wellbeing. By implementing Yondr, we are ensuring that students can fully engage with their education and make the most of every opportunity at Ormiston Forge Academy.

Student Phone Policy & Guidelines

Ormiston Forge Academy is a phone-free community. Each student will be assigned a personal Yondr Phone Pouch and they are responsible for bringing it to school daily and keeping it in good working condition. Phones will be secured in the pouch during morning address or in the classroom at 08:35 am each day and remain there until dismissal.

Daily Process

Upon arrival, students will:

Unlock their pouch on their way into school.

Turn their phone off or switch it to airplane mode.

During Morning Address, or in their classroom, they will place their phone inside their Yondr pouch and lock it in the presence of school staff.

Keep the pouched phone with them throughout the school day and store it safely.

At dismissal, students will unlock their pouch, retrieve their phone, and re-close the pouch to protect the locking mechanism from damage. Pouches must be brought to and from school each day.

Note: Students arriving late to school before registration closes will pouch their phones at the late gate/canteen in the presence of school staff.

Students arriving late after registration closes will pouch their phones at main reception in the presence of school staff

Students leaving early will un-pouch their phones on their way out of school.

Procedures and Sanctions

Late Arrivals/Early Dismissals

Students arriving late or leaving early must pouch/ un-pouch their phones at the main school reception/canteen late arrival gate.

Forgotten Pouches

The student's phone will be collected and securely stored until the end of the day. Parents/ carers will be contacted and reminded of the procedures. If the pouch is repeatedly forgotten their pouch will be treated as lost and a replacement fee of £10 will be charged.

Phone Use During the School Day

If a student is found in possession of a phone **outside their pouch** on school site the phone will be confiscated and stored in the main office. The phone will be returned once a parent/guardian collects it. Sanctions will be applied in line with our behaviour policy. This will result in a three day internal exclusion.

Non-invasive searches may be conducted if staff have concerns that a student has a mobile device on them that hasn't been placed into their pouch. Mobile phones are a prohibited item.

Damaged Pouches

Any attempt to tamper with the Yondr system, including use or possession of high-strength magnets will be treated as a **serious offence**, potentially resulting in a **replacement fee of £10**, confiscation until a parent/guardian picks it up and/or internal/external suspension.

If accidental damage occurs, students must report it immediately. If damage is discovered during checks and has not been reported, it may be considered **intentional**.

The following examples may indicate intentional damage:

- Ripped or cut fabric
- Bent or cut pin
- Signs of force to the black locking mechanism
- Pen marks inside the pouch
- Pouch opening without a station
- Scuff marks on the black ball



The pouch should not be used as a replacement for a protective case and/or screen protector on a mobile device.

Emergencies and Safeguarding

Communications During the School Day

Parents/carers who need to contact their child during the school day should do so via the **school office** on 01384 566 598 or info@oatforge.co.uk. We will then pass this message onto your child.

Medical Conditions

We recognise that some students may need access to a mobile phone during the school day to support a diagnosed medical condition. In these cases, the school will provide a medical pouch to enable appropriate and safe access.

To ensure that we can meet students' needs safely and consistently, requests must be supported by appropriate and explicit medical evidence from a healthcare professional (e.g. GP, specialist nurse, or consultant). Unfortunately, we cannot grant permission based solely on parental request without supporting documentation.

Emergency Procedures

In an emergency, the priority is for students to follow school safety procedures under staff guidance. Unauthorised phone use during such situations may:

- Delay emergency responses
- Spread misinformation
- Put students and staff at increased risk
- Disrupt coordinated safeguarding measures

Emergency communications will be managed through the school.