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**East Dunbartonshire Council**

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**Craigdhu Primary School  
Mobile Phone Policy  
2025/2026**



**Rationale:**

This policy has been created in response to East Dunbartonshire Council's Mobile Device Policy, issued October 2025. It aims to support learning and teaching, safeguard young people, promote consistency and ensure equity of access.

The policy aligns with Scottish Government guidance (2024).

This policy applies to all children, young people and staff (both teaching and non-teaching) within Craigdhu Primary.

This policy has been developed in consultation with:

- Pupils
- Parent Council
- Staff

**Principles:**

The following principles underpin our policy:

- The promotion of learning and teaching is the primary function of Craigdhu Primary.
- Equity and inclusion for pupils is essential.
- Protecting wellbeing of staff and pupils.
- Promoting respectful and responsible use.
- Adjustments should be made for pupils with factors including medical, communication, and additional support needs.

**Operational Guidance:**

- Pupils are strongly encouraged to leave personal mobile devices at home.
- Where mobile phones are brought solely for use during travel to and from school (e.g. for safety, communication during pickups, or family transition arrangements), they must remain switched off and stored securely in school bags on arrival and throughout the school day.
- Smartwatches must be set to airplane/school mode to disable messaging, notification and camera functions.
- Personal mobile phones and smartwatches must not be used within the playground before the school bell, during lessons, lunch or interval.
- All parent/carer communication should be directed through the school office.

**Policy Exceptions:**

Exceptions may be granted where justified and supported by appropriate documentation. This may include:

- A medical requirement (e.g. continuous glucose monitoring).
- A communication need (e.g. augmentative technology).
- A documented additional support need (e.g. ASN Action Plan).
- Young carers who require ongoing contact with family members.

In any such instance, clear expectations and boundaries will be established to promote wellbeing, inclusion and responsible use.

## Safeguarding

### At Craighdu Primary:

- Parents are strongly encouraged to delay providing smartphones to younger children, in line with developing good digital habits.
- We understand that the type of mobile device a young person carries is ultimately a family decision and lies out with the scope of this policy. Families may wish to consider basic mobile phones or limited-function smartwatches (e.g. those with GPS tracking and call/text capabilities only) where travel safety is the primary concern.
- We support digital wellbeing by promoting balanced and mindful technology use and encourage healthy device habits among pupils.
- We include mobile device education as part of our health and wellbeing curriculum across all stages.
- We signpost parents to workshops, seminars or resources to explore the impacts of mobile technology and support home-school consistency in expectations.
- We provide guidance through newsletters on responsible device use and digital wellbeing at home.
- We consult with pupils and parents to ensure our policy reflects the needs, rights and responsibilities of learners.
- We encourage peer-led campaigns or mentoring that support positive digital citizenship.
- We ensure staff have access to professional development on current trends in mobile technology, digital safety and pupil wellbeing.
- We ensure staff are equipped with a clear, step-by-step protocol to address mobile device misuse consistently and confidently.
- We ensure all staff model expectations as outlined within our school policy.

### Policy non-compliance

Our Wellbeing framework and Anti-bullying policy will be taken into account when issues arise.

The following staged interventions may be taken in response to non-compliance and should be reported to SLT:

- **Stage 1:** Verbal warning that phones should be switched off, kept in bags and watches set to airplane/school mode.
- **Stage 2:** Confiscation of the device, device secured in teachers' cupboard and returned at end of the day.
- **Stage 3:** Confiscation of the device, device passed to Senior Leadership Team. Parent/carer informed. Pupils are responsible for collecting a confiscated device at the end of the school day.
- **Stage 4:** A formal parental meeting with Senior Leadership to discuss ongoing misuse, with potential suspension of device privileges.
- **Serious breach:** Immediate confiscation, potential safeguarding referral, and escalation to relevant partner agencies.
- **Repeated incidents:** QIO informed by SLT.

### Liability

East Dunbartonshire Council, including Craighdu Primary, do not accept liability for:

- The loss, damage, or theft of personal mobile devices.
- The consequences of device confiscation due to non-compliance.