



Mobile Device Policy: Disconnect to Reconnect (August 2026)

Overview

In line with Moray Council policy, Lossiemouth High School is a mobile phone free school. Mobiles phones must always be **off** and **out of sight within the building**. Mobile phones can be used **outside** before 8.45am and **outside** during break and lunch. Smart watches can be worn, but they must be **disconnected** from your mobile phone.

The purpose of this policy is to reduce distraction; enhance learning and support wellbeing.¹ It's also important that we support young people to learn boundaries expected in life and work.

The information below outlines the protocol for each group within our school community.

Pupils

Pupils must switch **off** their phones and put them in their **bag** before entering the building. If a young person forgets their bag, their phone will be required to be placed in a locker or left at the school office.

Any pupil who needs to contact home should go to the office.

In Class

Pupils with a mobile phone out or switched on in class will be required to place their device in the storage box. The phone will be handed in to the office by the member of staff at their earliest convenience.

First incident, pupil collects phone from a member of SLT (school office) at the start of lunch or the end of the day. A warning will be issued and text sent home. For every subsequent incident, the parent will be required to collect the phone. Continued breaches will result in the pupil's phone being left at home/at the office and/or a detention.

Social Space

Pupils with a mobile phone out or switched on in any social space, including in corridors, will be asked to put it away.

First incident, a text will be sent home. Repeated breaches will result in a formal warning and a parental phone call by the Year Head. Continued incidents will result in the pupil's phone being left at home/at the office, parent collecting phone and/or a detention.

Pupils should ensure that they have money on their Young Scot card or have cash/card for food if their phone has been confiscated.

The school's positive relationships/behaviour system will be used for ongoing issues or refusal to co-operate.

Staff

Staff should model responsible behaviour with mobile phones. Staff should put their phones away before 8.45am.

Staff should not be using mobile phones in view of pupils, including classrooms or in any social spaces e.g. corridor, canteen/atrium, staffroom.

Staff are encouraged to update their emergency contact details to the school number. Staff who require to use a mobile device should either go outside or go to a private space to do so.

N.B the duty person will carry a school mobile (not a smart phone).

Visitors and Partners

On arrival, all visitors and partners will be reminded that we are a mobile free school, and mobile phones should not be in view of pupils and staff.

Visitors and partners who require to use a mobile device should either go outside or ask for a private space to do so.

¹ UNCRC Article 29: education should develop a child's personality, talents and abilities to their fullest potential. This policy also aligns with our vision: at Lossiemouth High School we champion kindness, high expectations and the belief that everyone can achieve their dreams.