



Victory Heights Primary School
City of Arabia
Personal Digital Devices Policy

Version Date: March 2025

Last review date: March 2025

Next review date: August 2026

Responsible SLT: Headteacher

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Equal Opportunities Statement

We recognise that some students may require access to personal digital devices for medical or accessibility reasons. In such cases, reasonable adjustments will be made with prior approval from the Principal.

Aims of the Policy

To create a focused and safe learning environment by ensuring that personal digital devices do not disrupt learning or compromise student wellbeing.

Scope

This policy applies to all students during school hours, including break times, school trips, and extracurricular activities.

Permitted Devices

- School-approved Chromebooks for learning purposes only.
- Any other device only with the express permission of the Principal or Headteacher (e.g., for specific educational or medical purposes - such as for diabetes monitoring).

Not Permitted

- **Mobile phones** – children **must not** bring a mobile phone unless explicitly approved by the Principal.
- **Smartwatches with internet, calling or messaging features** (Apple Watch, Samsung Galaxy Watch, etc.).
- **Any other personal device** with internet access (tablets, gaming devices, etc.).
- **Exceptions:** *Basic fitness trackers without internet or messaging (e.g., Fitbit without smart features) may be permitted at the school's discretion.*

Requests for Personal Device Approval

If a child has a **genuine reason** to bring a mobile phone, parents must:

- Submit a request to the **Principal in advance**.
- If approved, the device must be **switched off and stored at the school's reception** during the school day.

School-Approved Use of Personal Devices

In exceptional cases, the **Principal may approve** the use of personal devices for:

- School trips requiring enhanced communication (such as international trips).
- Reward days or special projects where personal devices enhance learning.

Procedures for Breaches

- **First breach:** Device is confiscated and returned at the end of the day.
- **Repeated breaches:** Parent collection required, and further action may be taken.

Emergency Contact

If a child needs to contact home during the school day, they must **use the school reception**.

Staff Responsibilities for Enforcement

- Staff who confiscate a device must:
 - **Secure it at the school reception** and ensure the child's name is recorded.
 - Inform the student of the collection procedure.
 - Report repeat breaches to the **Pastoral Lead or Principal** for follow-up.

Behaviour Policy Link

Repeated breaches of this policy will be addressed in line with the **school's Behaviour and Sanctions Policy**.

[https://docs.google.com/document/d/1Ga8zhshx_b_uZLFwHguUaoFEY0mH83AUdCAUUFDYFPsUM/edit?usp=drive link](https://docs.google.com/document/d/1Ga8zhshx_b_uZLFwHguUaoFEY0mH83AUdCAUUFDYFPsUM/edit?usp=drive_link)

Review

This policy will be reviewed bi-annually to ensure it continues to support a safe and effective learning environment.

- Interim updates may occur if legislative changes or directives from the KHDA require the school to adjust its stance.

Monitoring and Compliance

The implementation and effectiveness of this policy will be monitored regularly in line with the Policy Review Policy. Updates and changes will be documented in the Version Control Table to ensure transparency and continuous improvement.

Version Control Table

Policy Title: Personal Digital Devices Policy

Policy Owner: Headteacher

Last Approved By: Primary Leadership Team

Version Number	Date Approved	Approved By	Changes Made	Next Review Date
1.0	20th March 2025	SLT	New policy	August 2026