



CHARTERHOUSE

MOBILE COMPUTING DEVICE POLICY

OVERVIEW STATEMENT

The term Mobile Computing Devices (MCDs) refers principally to pupils' personal devices such as mobile phones, but also includes (for example) laptops, tablets, smartwatches, MP3s and Kindles. It includes all devices capable of communicating by voice, messaging, video and images, as well as internet-enabled devices capable of running software / apps. The definition also extends to those devices capable of playing music and video.

Pupils are expected to have an academic device and are permitted a secondary MCD. The academic device, in the Under School is a School purchased iPad unless there are special educational needs which require an alternative device, while Specialists are allowed to choose their own device, but all academic devices are registered on the school MDM system.

The School's priority is pupil safety – both individually and collectively and to promote a positive, healthy relationship for our pupils with the dominant technology of our time in an age-appropriate manner. This policy should be used in conjunction with those policies listed in Annex 1.

*The DfE expects schools to be mobile-phone-free environments by default during the entire school day, **including lessons, transitions, breaks and lunchtimes.***

Charterhouse fulfils this expectation through mobile phones being prohibited at all times during the school day and during any supervised academic time. There is a comprehensive, graduated MCD system that tightly controls access to personal devices, sets age-appropriate restrictions for older pupils and is aligned with our Promotion of Good Behaviour Policy.

PURPOSES OF MCDs AND THEIR USE IN PRACTICE

Charterhouse embraces technology, seeing it as a part of a modern forward-looking education. Technology has many benefits in creating a rich and dynamic learning environment and the schools wants to harness those benefits to support pupil learning, as well as productivity, communication and organisation.

The pupil's academic device is for use in lessons, and for independent study, as well as providing vital tools for communication and organisation. The academic device is designed for educational purposes only and the eco-system is designed, with various restrictions to cultivate academic habits and activities. This device is permitted in lessons and during banco as well as other times that a pupil might want to study.

From September 2026 Fourth, Remove and Fifth Form (Yr 11) pupils will not be allowed to bring smartphones into School.

Fourths and Removes will be permitted to bring a non-smartphone into School. The School recommends a 'Balance Phone' or 'brick phone' that allows basic features such as phone calls, texting and limited other functionality such as WhatsApp but does not enable access to social media apps or an internet browser. Their access to this device will continue to be time restricted as per current arrangements. As pupils progress through the School, time-access restrictions will ease in an age-appropriate manner as they do at the moment.

All 4th - 1YS pupils are required to hand in all MCDs overnight. Mobile telephones are released to pupils for certain periods each day (see Table 1, below, for details) but are kept in locked charging cabinets in Houses

at all other times. All devices will be available to all pupils from 12:45 on Saturday, or by arrangement with HH for those travelling to away matches on a Saturday. Devices are not permitted for mid-week fixtures or academic day trips. If a device is needed for photographs etc on an academic day trip then they have access to their academic device. International pupils whose parents live in different time-zones, who wish to have access to their mobile phones at times outside of the normal allowance should seek permission from HHs, which will not be unduly withheld.

The system is gradated so younger pupils' access to MCDs is subject to tight controls, and pupils are encouraged to take more responsibility for the management of their devices as they grow older. 1YS and 2YS pupils are required to hand in their mobile phones during the working day but 2YS are not required to hand in their devices overnight, although the option to do so remains available to them. Individual 2YS pupils may be required to hand in their devices overnight if it is felt they are not able to self-regulate appropriately.

During permitted periods and in accordance with the Department for Education guidance, pupils may use registered MCDs (including mobile telephones) in the privacy of their own room or House, or immediately outside House if a signal is required. They may also be used in the QSC and in Crown, or in other circumstances if permission has been expressly granted by a HH, beak or other member of staff after the academic day.

This policy equally applies during School excursions, camps and extra-curricular activities when off-site, unless MCDs are specifically required for safety reasons.

MCDs are not permitted in dining rooms, the BTT or Chapel. Designated MCDs (not mobile telephones) may be used in Library and Lecture Theatre (with permission). Misuse of this privilege will result in the withdrawal of the privilege and may also result in the confiscation of devices.

MCDs must never be used whilst walking to and from hashes, or in the vicinity of road traffic. MCDs must never be in a pupil's possession during an internal or public examination.

It is inappropriate to video or take a picture of another person (whether a member of staff, a fellow pupil or a visitor) without their consent or to distribute such a video or picture without consent: this would be regarded as a serious offence. Possible sanctions for breaches of this policy cover the full range available to the School.

Using MCDs to make, store, view, share or distribute sexualised images of people under 18 (known as 'Sexting' or 'Youth Produced Sexual Imagery') is illegal and can lead to a criminal record, even for pupils aged under 18 at the time. This can have serious long-term consequences, for example, in accessing some kinds of higher education. In addition, the School is likely to impose serious sanctions on a pupil who, without very good reason, uses an MCD to make or share images of any activity (such as fighting) which is contrary to the School Rules.

ARTIFICIAL INTELLIGENCE (AI), DEEPFAKES AND DIGITALLY ALTERED IMAGES

Pupils must not use mobile phones, smart devices, tablets or other digital technology to create, access, store, share or distribute inappropriate content.

The creation, possession, viewing, sending or sharing of AI-generated, digitally manipulated, or "deepfake" images, videos or audio recordings of any member of the school community is strictly prohibited. This includes content that:

- Alters or manipulates a person's appearance, voice or actions without their knowledge or consent.
- Is intended to embarrass, humiliate, intimidate, bully, harass or otherwise cause distress.
- Creates or shares false or misleading representations of another person.
- Depicts a person in an intimate, explicit, degrading or otherwise inappropriate manner, whether real or artificially generated.
- Uses Artificial Intelligence tools to generate imagery or recordings of pupils, staff or other individuals without permission.

The school recognises that the creation and distribution of AI-generated imagery, including deepfakes, may constitute:

- Child-on-child abuse.
- Online bullying or harassment.
- Sexual harassment or image-based abuse.
- A safeguarding concern requiring referral to the Designated Safeguarding Lead (DSL).
- A potential criminal offence in certain circumstances.

All incidents involving AI-generated content, deepfakes, or digitally altered imagery will be treated seriously and investigated in accordance with the school's Safeguarding, Promotion of Good Behaviour, Anti-Bullying and Online Safety policies. The welfare of any victim will remain the school's primary concern throughout the process.

Any pupil found to have created, possessed, distributed or encouraged the sharing of such content will be subject to the school's behaviour and safeguarding procedures.

MCD REGISTER

Pupils must register all MCDs with House staff at the start of each term and whenever they get a new device.

Pupils will be required to record the following:

- Types of device
- Makes, models and serial numbers
- Colours/distinguishing features
- Mobile phone number

Only registered devices are permitted in School. All other devices will be treated as illicit/dummy devices (see MCD Sanctions below). Under School pupils will be issued an iPad as their 'Academic MCD'.

Specialist pupils may nominate one device (not a mobile telephone) to be their 'Academic MCD' which may be used in hashes with permission of the beak.

HHs are to send out this form at the start of the academic

year: <https://forms.office.com/Pages/ShareFormPage.aspx?id=G2-9pkqu3UGtD5va83dVEDqabj50pz9OmQTIzF61EbJUNFpQV05TSVYzVDNPNQjgzQTRQMfDwQ0o4RC4u&sharetoken=lr80QOclQVVXwV3BNybg>

INCLUSION & EQUALITY

Where a pupil's individual circumstances require, the school can provide alternative academic devices to meet the needs of the individual. For example, some SEND students may request a larger screened device to aid visibility. When this is required, the parent will meet any additional cost required for an alternative device and the device will still be placed under the same controls and restrictions of their year group.

TABLE 1. MCD access and restrictions by year group

The timings below apply to weekdays and Saturday mornings. All devices will be available to pupils from 12:45 on Saturday, or by arrangement with House Staff for those travelling to away matches. Normal overnight MCD rules apply on Saturday and Sunday evenings, although exact timing for handing in devices on Saturday night and throughout the day on Sunday is at the HHs discretion. Pupils with parents in other time-zones, who wish to have access to mobile phones at other times should seek permission from House Staff.

Timings	Under School [Yrs 9, 10 & 11]		1YS [Yr12]		2YS [Yr13]	
	<i>Personal Device (non-smartphone)</i>	<i>Academic Device (School iPad)</i>	<i>Personal Device (smartphone permitted)</i>	<i>Academic Device</i>	<i>Personal Device (smartphone permitted)</i>	<i>Academic Device</i>
07:30-08:10	Y	Y	Y	Y	Y	Y
08:10-16:15	N	Y	N	Y	N*	Y
16:15-19:00	N	Y	Y	Y	Y	Y
19:00-20:45	N	Y	N	Y	Y	Y
20:45 until 30mins before bedtime	Y	Y	Y	Y	Y	Y
Overnight	N	N	N	N	Y**	Y**

* Second Year Specialists (Yr13) may access their phones from 13:45 onwards on Tuesday and Thursday afternoons.

** Second Year Specialists (Yr13) will be encouraged to lock their phones and academic devices away overnight in the cabinets provided and individual pupils may be required to do so if it is felt they are not able to self-regulate appropriately.

Under no circumstances should mobile devices be used in CDR or Oak during mealtimes. If a pupil is found using a device in CDR or Oak during a mealtime, it is likely to result in a conduct detention. Three strikes will result in a loss of phone privilege during this time until the end of that particular term.

The School acknowledges that young people need to learn to manage their own lives online, but they also need to be able to interact with others socially, think independently and manage their own emotions in a healthy manner. The School also acknowledges there are benefits to be gained by pupils having access to the internet on personal devices, but these benefits do not negate the risks.

Hence, this system is designed to enable pupils to gradually learn to take responsibility for their own screen-time as they grow up.

We are very aware of the importance of parents and children being able to communicate easily on a regular basis. While we are prohibiting smartphone access, we will allow access to Facetime, via iPads, at certain times of day, to ensure that parents and pupils are able to make the most of the positive side of this technology. The advantage of this is that it will run through the school Wi-Fi which has all of the protective features that help us keep pupils safe.

The use of a non-smartphone still allows parents to communicate with pupils through phone calls and text messages, and depending on the model they choose, through Whatsapp and WeChat. In the case of emergencies, parents are expected to use traditional communication methods such as ringing their child's House or using email.

INAPPROPRIATE USE

Members of staff may confiscate a MCD if they believe it is being used to contravene the School's MCD, Behaviour, Safeguarding or Anti-Bullying Policies. Possession of inappropriate, radicalised, sexualised, offensive or malicious material stored on a MCD is not allowed (see the School's IT – Acceptable Use Policy for further information about browsing and storage). Such offences may lead to expulsion. Similarly, in such circumstances, if there is suspicion that the material on the MCD may provide evidence relating to a criminal offence, the MCD will be handed over to the Police for further investigation, following consultation with the Deputy Head Safeguarding and/or the Head.

CONTROL MEASURES

The School seeks to promote safety, wellbeing and appropriate behaviour by managing MCD use. In order to help with this, each House is required to keep a MCD Register. In addition, it may be appropriate for a member of staff to confiscate a MCD if a pupil is in breach of this policy or the IT – Acceptable Use Policy (available in Annex 1).

The use of VPNs to circumnavigate the School's firewall is not acceptable and would be considered to be a serious contravention of the School's ICT Acceptable Use Policy. The School reserves the right to further restrict or ban the use of devices by pupils who fail to comply with this stipulation.

All devices are to be registered on the schools MDM system to ensure that the devices are filtered and monitored appropriately in line with the expectations of KCSIE. Under School academic devices will have these installed prior to being distributed to pupils.

MCD SANCTIONS:

Some pupils may attempt to circumvent the system by failing to hand in devices or by handing in dummy devices. All Houses should respond in a consistent manner as detailed below:

TABLE 2. *MCD Sanctions – Personal Device*

1 st offence	Confiscate the non-permissible device and return to parents and (where applicable) the legitimate device for a week. Inform parents. Issue 3 days house gating for dishonesty and breach of trust.
2 nd offence	Confiscate the non-permissible device and return to parents and (where applicable) the legitimate device until the next exeat or holiday. Inform parents. Issue 5 days house gating for dishonesty and breach of trust.
3 rd offence	Confiscate as per 2 nd offence. Pupil meeting with DHP/AHP and School gating Formal letter home.

TABLE 3. *MCD Sanctions – Academic Devices*

1 st offence	Conduct Detention
2 nd offence	Confiscation of ipad for 48 hours outside of academic time. Supervised banco. 3 day house gating
3 rd offence	Confiscate of ipad outside of academic hours for a week. Supervised banco. School gating and meeting with the Head of Under School/Specialists

EXPLAINING THE POLICY

Pupils are introduced to and regularly reminded of this policy, alongside the School's IT Acceptable Use Policy and Online Safety Policy through assemblies, tutorials, PSHE, and Future U programmes. New pupils receive age-appropriate induction on the responsible use of technology, digital citizenship, online safety and the expectations associated with using technology both in and beyond the school environment. Parents and carers are also informed of the School's expectations through induction events, parent briefings and ongoing communications. Pupils are consulted through our Pupil Action Committees, School Monitors, Peer Supporters and Heads of School.

In accordance with Keeping Children Safe in Education (KCSIE) and the Department for Education's guidance on mobile phones in schools, Charterhouse is committed to fostering a safe, respectful and mobile phone-free learning environment during the school day. Pupils are educated about the benefits of technology, whilst also developing an understanding of the risks associated with online activity, social media, artificial intelligence (AI), image sharing, cyberbullying, misinformation, online exploitation and harmful digital content. The School's online safety curriculum reflects current statutory guidance and seeks to equip pupils with the knowledge and skills required to navigate the digital world safely, responsibly and ethically.

Any pupil who receives, views, creates, stores or shares content that is malicious, inappropriate, concerning or potentially harmful must report this immediately to a member of staff. This includes content received through text messages, social media, messaging platforms, gaming services, email, AI applications or any other digital platform. Pupils who are concerned about reporting an incident openly may use the School's anonymous reporting system, *Whisper* on CharterNet, or speak directly to the Pastoral Office, Designated Safeguarding Lead (DSL), Deputy DSLs or any trusted member of staff.

All reports will be taken seriously and dealt with in accordance with the School's Safeguarding, Behaviour, Anti-Bullying and Online Safety Policies. Where appropriate, incidents may be referred to external agencies, including Children's Services, the Local Authority Designated Officer (LADO) or the Police.

Any pupil found to have created, possessed, accessed, distributed or encouraged the sharing of malicious, abusive, discriminatory, sexually inappropriate or AI-generated content involving another member of the School community will be subject to disciplinary action. Depending on the nature and severity of the incident, sanctions may include confiscation of devices, restrictions on technology use, suspension, removal from the School and/or referral to external agencies. The School will always prioritise the safety, wellbeing and dignity of those affected when responding to such incidents.

ANNEX 1

[Anti-bullying Policy and Strategy](#)

[Artificial Intelligence Policy](#)

[Online Safety Policy](#)

[Prevent Policy](#)

[Promotion of Good Behaviour](#)

[Pupil Acceptable Use Policy](#)

[Pupil Social Media Use Policy](#)

[Safeguarding and Child Protection Policy](#)