



**Heartfield Education**  
NURTURING GROWTH & FEEDING MINDS

Heartfield Education  
Peredur Centre  
West Hoathly Rd  
Rh19 4NF

[www.heartfield.org.uk](http://www.heartfield.org.uk)  
[admin@heartfield.org.uk](mailto:admin@heartfield.org.uk)

## **Heartfield Education Phone Use Policy**

### **Purpose**

At Heartfield, we believe in helping young people develop the **skills and judgment to manage technology wisely**. Phones are powerful tools, but they can also distract from deep learning, real connection, and wellbeing. Our policy balances **personal responsibility with community needs**, preparing students for digital life beyond school.

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### **Core Principles**

1. **Presence matters** – We value focus, face-to-face interaction, and meaningful engagement.
  2. **Responsibility grows with freedom** – Students earn greater tech privileges as they demonstrate maturity.
  3. **Technology is a tool, not a toy** – When used intentionally, phones can support learning and creativity.
  4. **Community over convenience** – Our shared environment depends on mutual respect and boundaries.
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### **Daily Expectations**

- All students to hand phones to a staff member on arrival to be locked in the phone cabinet for safety
- To collect their phone when leaving Heartfield for the day



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## **Not Allowed During Learning Time**

- Messaging, social media, or gaming
  - Taking photos/videos of others without consent
  - AirPods in ears without staff approval
  - Using phones to avoid participation or focus
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## **Appropriate Phone Use (With Permission)**

- Research, calculators, language tools
  - Filming learning projects or presentations
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## **Co-Created Agreements**

Each term, students will:

- Review this policy in community meetings
  - Suggest refinements based on experience
  - Reflect on their digital habits and responsibilities
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## **Consequences for Misuse**

We favour **restorative conversations** over punishment. If phone use becomes a persistent issue, the following steps may be taken:

1. **Reminder and reflection** with staff
  2. **Temporary restriction** of privileges
  3. **Meeting with parents/carers** and plan for rebuilding trust
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## **Storage & Safety**

- Phones are stored in Heartfield's phone cabinet or left at home.
  - Students may request access in emergencies at any time.
  - Devices remain students' personal property but are used under shared community norms.
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## **Digital Literacy & Wellbeing**

We will provide workshops and discussions on:

- Digital citizenship
- Managing distractions and dopamine
- Consent and digital boundaries
- Healthy screen habits