

8 October 2020

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Dear Parent/Carer

Mobile phones and other electronic devices are banned on school premises. Whilst we understand pupils do bring their phones with them for use to contact you, we have a zero tolerance of their use in school.

We have noticed there has been an increase in pupils using their phones on the school premises and in lessons. This is unacceptable and in breach of the school rules. I am writing to you to make you aware of this matter, and to ask for your support in ensuring your child clearly understands the rules and new sanctions we will use if we see them using their phone on the school premises.

The main reasons for not allowing mobile phones/electronic devices in school is to ensure children focus on their studies and to make sure teaching is not disrupted. We wish to ensure robust safeguarding of pupils and staff from potential bullying and being recorded without permission. It is also important to give young people a “tech break” to reduce the pressure to constantly be connected.

As you are aware the school policy is to confiscate mobile phones that are seen in school and return to you following an appointment with one of the Deputy Headteachers. Due to Covid-19 restrictions we currently only meet with parents when it concerns their child’s welfare. We currently cannot allow parents to come to school to collect mobile phones.

**The expectations for pupils are as follows:**

- Do not use your phone anywhere on the school premises
- Make sure your mobile phone is switched off
- Make sure your phone is safely stored in the bottom of your bag

**Sanctions have been changed to the following:**

- On the first occasion a child is seen using their mobile phone it will be confiscated until the end of that school day
- On the second occasion a child is seen using their mobile phone/electronic device it will be confiscated and kept for FIVE school days. The child will also be issued with a thirty minute “banned item” detention
- On the third occasion the mobile phone/electronic device will be kept until the end of that half term and a one hour “banned item” detention will be issued

**It is important your child is made aware that the school has a searching and screening policy, therefore:**

- If a mobile phone goes off in the lesson it will be confiscated, and the above sanctions will apply.
- If a member of staff suspects a child of using a mobile phone/electronic device in their lesson, and the child has that device on their person (not stored safely in the bottom of their bag), it will be confiscated and the above sanctions will apply.

These are strange times indeed and I hope you will understand the need to apply the policy in a different way, I am sure if everyone is clear and understands the rules and expectations, it will not prove to be a problem.

Thank you for your continued support in this matter.

Yours sincerely

**U Ishtiaq - Deputy Headteacher - Standards**