

10<sup>th</sup> February 2025

Dear Parents and Carers,

**Re: Post 16 mobile phone use**

I am writing to you regarding our Post 16 mobile phone policy, which forms an important part of how we create a focused and safe learning environment at West Kirby School & College. I want to ensure we work together to support your child's educational journey and wellbeing.

Our experience shows that when pupils can fully engage with learning without digital distractions, they develop stronger social connections and achieve better outcomes. This is particularly important for our students, who may find it challenging to regulate their attention and manage social interactions whilst having access to mobile devices.

From Monday, 24<sup>th</sup> February, following the half-term break, we will be renewing our focus on supporting pupils with our mobile phone procedures. We understand that some of our young people may find this adjustment challenging and may need additional reassurance and support. We would greatly appreciate your partnership during this transition period, and we ask that you be prepared to assist if needed, particularly during the first few weeks. Your partnership can make a significant difference in helping your child adapt to these expectations.

Our policy requires that mobile phones, tablets and smart watches are used appropriately and only at certain times. These times are;

Before am registration, at breaktime, at lunch time and at the end of the school day while waiting for their transport home.

Digital devices should not be used at any other times, unless a student has been given permission by staff. All digital devices should be put away in their bag or coat pocket and put on silent.

To help you understand why this policy is so important for our school community:

- It helps reduce anxiety and social pressure that can come from social media and constant connectivity
- It supports our pupils in developing face-to-face social skills and building meaningful relationships
- It minimises potential triggers that might affect our pupils' emotional regulation
- It protects expensive devices from damage or loss
- It helps maintain our safeguarding standards and prevents inappropriate phone use

We recognise that technology plays an important role in modern life, and we teach digital skills through our curriculum in controlled, educational contexts. However, we find that having a clear boundary around personal device use during the school day helps our pupils feel more secure and focused.

If you need to contact your child during the school day, please telephone our school office, and we will ensure any urgent messages reach them promptly. Similarly, if your child needs to contact you, we will facilitate this through the appropriate school channels.

Thank you for your support in maintaining these important boundaries. Working together on this policy helps us create the calm, focused environment that enables our pupils to thrive.

If you have any questions or concerns about this policy, please do not hesitate to contact me or a member of our senior leadership team.

Yours sincerely,

Richard Hicks  
Headteacher

Steven Hulme  
Assistant Headteacher - Post 16