

Dear Parents and Carers,

I am writing to remind you of our school's mobile phone policy and to inform you of our renewed commitment to its consistent enforcement. This policy exists to create an optimal learning environment for all students and to promote their wellbeing and academic success.

Our Mobile Phone Policy

- Students are not permitted to use or access mobile phones during school hours (8:45 AM - 3:30 PM).
- Students who bring phones to school must hand them in at the designated collection point or member of staff upon arrival.
- Phones will be stored securely and returned to students at the end of the school day.
- Any student found with a phone during school hours will have it confiscated according to our disciplinary procedures.

Supporting Students with Anxiety

We understand that some students rely on their phones for security and to manage anxiety. For these students, we have implemented the following support mechanisms:

- Supervised phone calls home can be made from the school office when necessary
- Access to Home School Liaison and Pastoral Care staff throughout the day
- Designated "check-in" times with trusted staff members
- Alternative communication plans developed in consultation with parents/guardians

Benefits of the Policy

Research consistently shows that removing mobile phones from the school environment:

- Improves academic performance and concentration
- Reduces cyberbullying incidents during school hours
- Enhances face-to-face social interactions
- Decreases screen time and associated negative impacts
- Improves overall student wellbeing

How You Can Help

Your support is crucial in maintaining this policy. We ask that you:

1. Discuss the policy with your child and reinforce its importance
2. Avoid contacting your child directly via mobile phone during school hours
3. Contact the school office if you need to reach your child urgently
4. Encourage your child to comply with the policy and hand in their phone each morning

Consequences for Non-Compliance

Students who disregard this policy will face the following consequences:

- First incident: Phone confiscated and returned at end of day
- Second incident: Phone confiscated; parent/guardian required to collect
- Subsequent incidents: Meeting with parents/guardians to discuss further actions

We appreciate your understanding and cooperation in this matter. Our shared goal is to create the best possible learning environment for all students.

If you have any questions or concerns about this policy, please do not hesitate to contact me.

Yours sincerely,

Mr P Smith (Deputy Headteacher)