

8<sup>th</sup> June 2026

Dear parent/carer,

## **RE: CHANGES TO MOBILE PHONE PROCEDURE IN SCHOOL**

We recently shared that the UK Government has confirmed that, under new legislation, all schools in England will be required by law to be mobile phone-free during the school day. There is significant research and evidence that informs us that the 'not seen not heard' policy is not effective in ensuring the school environment is truly phone free.

Some schools are enforcing a strict 'no phone at all' policy, whereby children are not able to bring any such device into school. We understand that you, as parents and carers, may wish for, or indeed need, your child to have a phone on the way to school, and on the return journey home. We recognise that with bus travel, and dark evenings in the winter, this would be a concern for families.

We do, however, need to ensure that our school is free from distractions for learning to take place, and ensure that the mental wellbeing of our students is prioritised by enforcing a phone free environment in school.

For this reason, we have decided to proceed with a system that will ensure that students do not have access to their devices during the school day, but they can still bring their phone with them to school for peace of mind when travelling to and from school.

During this half-term, we will issue each student with a lockable phone pouch. The phone pouch will be allocated specifically to them and students must take responsibility for keeping it safe.

Your child will be expected to turn off their phone and place it in their pouch at the start of each school day, supervised by staff. Smart devices such as smart watches, air pods etc. will also need to be placed into pouches. Your child will be required to lock their pouch and place this in their bag, where it must remain until the end of the school day. Unlocking stations will be available for your child to unlock their pouch at the end of each day. Phone pouches should not be stored in pockets or blazers. The responsibility for the phone remains on the student and school does not accept responsibility for breakages.

If your child will not be bringing a phone to school and will therefore not need a pouch, please complete this Microsoft Form to inform us:

[Mobile device not being brought into school – Fill in form](#)

This procedure applies to all students in Years 7 to 11.

In line with our current arrangements, sixth form students are allowed to use their mobile phones and electronic devices when they are within the designated sixth form area; however, these devices must not be used elsewhere in the main school building.

We understand that you will have some questions about the way that this works, and some specific questions for your own child at school. Please find some frequently asked questions at the end of this letter, to support with any queries you may have.

We are confident that this system will have a positive impact on our school community, and we appreciate your support in reinforcing these expectations with your child. We would also like to take this opportunity to thank you for your ongoing support with this new procedure, which will support your child's wellbeing.

If you have any questions or would like further information, please do not hesitate to [contact your child's Progress Team](#).

Yours faithfully



**Ms N Mason**  
**Headteacher**



**Mr M Newman**  
**Deputy Headteacher**

## **Frequently asked questions:**

### **Q - My child has a medical condition and needs access to their phone during the school day.**

A – There are specially designed pouches that have a Velcro close system for children with a medical plan. These will be provided to all children who need it for conditions such as diabetes where their phone is the tracker for their condition.

### **Q – What if my child needs to leave school early for an appointment – how will they unlock their pouch?**

A – There will be an unlocking station at reception that can be accessed as the student leaves the site for their appointment. On return to school the student will be supervised in putting their phone into their pouch and locking it.

### **Q – What if I need to contact my child during the school day?**

A – If you need to contact your child, you are able to call the school reception to speak to the year team - the same procedure currently in place.

### **Q – What if my child needs to contact me during the school day?**

A – If there is an emergency related to your child, we will always contact you. If your child needs to contact you in case of emergency, they can visit the Progress Hub to speak to their Head of Year who will help them.

Additionally, mobile phones can contribute to confusion during emergency situations, as students may focus on contacting parent/carers or other students rather than following instructions from staff. In the event of a school - wide emergency, our leadership team has access to unlocking stations and will ensure that devices can be accessed safely and when appropriate. If there is an emergency and you would like to get in contact with your child, please contact reception by telephone on 01543 682286, as per our current procedure.

### **Q – What if my child forgets their pouch?**

A – The student will be expected to hand their phone into their year team, and it will be stored in the school safe until 3.30pm. Please note this is 30 minutes after the end of the normal school day.

### **Q – What if my child loses their pouch?**

A – A charge of £14 per pouch will be applied if the pouch that is supplied is lost. Each day where the child does not have their pouch, their phone must be handed in, stored in the school safe, and will be returned at 3.30pm.

### **Q – Where will my child store their pouch during the school day?**

A – Phones must be placed in their school bag. Phones must not be stored in pockets, or blazers. The pouch is padded and offers protection when in the school bag. All students must bring a school bag to school. If you have any questions, please contact your child's Year Team.