



26<sup>th</sup> September 2017

Dear Parent/Carer

Since the beginning of the academic year, we have been particularly focused on ensuring students thrive in the very best climate for learning, allowing students to be fully prepared for lessons and eliminating any distractions. To support this, you may be aware that we have made the decision to ban the use of mobile phones within college due to the negative impact on student learning, particularly the misuse of social media and the potential of safeguarding risks.

This decision has not been taken lightly and significant research into the topic has been undertaken. Students will be informed in form time and assembly on Wednesday and students will be given the opportunity to adjust to the new way of working this week, with the expectations fully implemented from Monday next week.

To ensure that the expectations are clear, the school website is being updated to reflect the expectations and how they will be implemented; the main information is set out below:

## For Years 1-5

1. Mobile phones should be **switched off and in bags or lockers** at all times (8.45am – 3.35pm), any phone seen or heard will be confiscated.
2. Phones that are confiscated will be returned to students at the end of the day in the first instance, although should there be a second occurrence a call will be made home with the requirement for a parent / carer to collect the phone on their son's behalf.
3. The restriction is in place between the times of 8.45am until 3.35pm while students are in the grounds of the school building.
4. Should students wish to use their phone at the start/end of the day to contact parents with any concerns or for collection following school based activities this should take place before or after the school day.
5. If students need to contact home **urgently** during the day they should use the college reception or speak to a pastoral member of staff.

## For Sixth Form

1. Mobile phones should only be used as a research tool, during study periods and where directed by staff.
2. At break and lunchtime mobile phones may only be used in the common room, 6<sup>th</sup> form study areas (for work/research only) and when off site.

We would ask that you further discuss this with your child over the weekend and thank you for your support.

Yours faithfully

**J M Keulemans**  
Principal

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