



Re: Change to Mobile Phone Policy

Dear Parent,

I am writing to provide more details about our new mobile phone policy that begins on **Monday 1st July, 2024**. I would like to explain how the policy will be implemented on a day-to-day basis at school, including the procedure for the confiscation of phones by staff members.

We know adjustments take time, and our goal is to make things as smooth as possible for everyone. This letter should answer any questions you have about how our new policy will work in practice.

Our full mobile phone policy will be available on our website soon. To make things clear and concise, I would like to summarise a few key points from the policy in this letter:

- Students in Years 7-11 must keep their mobile phones invisible at all times. Mobile phones are prohibited throughout the school premises.
- 'Invisible at all times' includes time in school before or after the official school day.
- Wireless headphones, in any form, must be invisible at all times while on school premises.
- Smartwatches, for example, the Apple Watch, can be used to access the features of a smartphone, such as reading and replying to notifications, and as such, must be invisible at all times.
- Our mobile phone policy will also be applicable during school trips and visits that take place during the school day. Use may be allowed under the guidance of staff.

If a device is seen, it will be confiscated by a staff member and stored securely:

Incident	Action
The first incident in a school half term	The phone will be confiscated, stored securely, and can be collected by the student from the SDP Office at the end of the school day.
The second incident in a school half term	The phone will be confiscated, stored securely, and can be collected by the student from the SDP Office at the end of the school day. The student will also be issued an after-school detention.



The third incident in a school half term	the phone will be confiscated, stored securely, and parents will be contacted to arrange collection of the mobile phone.
If there are more than three incidents in a school half term, a period of isolation will be imposed.	

We understand how important mobile phones are for staying connected with family outside of school. For this reason, rather than imposing a complete ban on phones, students can keep their phones turned off and stored securely in their bags whilst at school. However, please note that bringing a mobile phone to school is at the student's own risk and the school does not accept responsibility for lost or damaged devices.

We encourage you to discuss this policy with your child and ensure they understand the expectations. After July 1st, making last-minute changes like pick-up arrangements might be trickier. It's a good idea to chat with your child now about how you'll handle things like this during the school day.

We are confident that this change will create a more focused and positive learning environment for all students. Please see additional information in our frequently asked questions below.

Thank you for your continued support. The combination of home, school, and student here at Wickersley School and Sports College will be unbeatable.

Yours sincerely,



Mr T. Hardcastle
Headteacher

Frequently asks questions

Question	Guidance
How can I contact my child in an emergency?	Parents can reach the school by calling our main line at 01709 542147
How can my child contact home in an emergency?	If students need to contact a parent or guardian, they can request to do so via our Main Reception.
My child uses a smartphone to monitor health conditions.	Please inform your child's Head of Year.
My child uses their phone to tell the time.	All classrooms and social spaces are now equipped with clocks for easy timekeeping. We also encourage students to wear a <i>traditional</i> watch.
My child uses their phone to access their school timetable.	Students will be given a paper copy of their timetable on the 1st of July. If students lose their timetable, they can ask a member of staff for a replacement.
My child uses their phone to record their home learning.	Google Classroom is an online platform where teachers often record assignments and due dates. Please encourage your child to access Google Classroom regularly at home. This will help them stay organised and on top of their schoolwork. In September, all students will be issued a Wickersley School planner.
My child uses their phone to occupy them at break times.	During breaks and lunch, students can access computers in the IT suites or use their own Chromebooks in designated seated areas. We also encourage students to socialise with their peers and take part in extracurricular activities.
If confiscated, will my child's phone be stored securely?	Yes. A system for recording and storing mobile devices has been implemented. All confiscated devices will be locked away in a secure location.