

Thursday, 18th December

Dear Parent/Carer,

Our sensible approach to managing students' mobile phones has not changed for some years now. I am sure that you are aware that whilst phones are not banned from being in school, if they are seen, heard or used, they are confiscated. Whilst we understand that some parents/carers might want their child to have a phone to be able to communicate with their child on the way to and from school, having them on in the building can be very disruptive.

However, owing to a rising number of children having these devices, we are strengthening our approach to this. This includes taking steps to make sure that students do not access or use their mobile phones during the day. Potential risks of having a mobile phone in school include:

- Expensive mobile phones are a risk for theft
- Contacting of parents/carers by students without staff being aware is not acceptable
- Use of social media in school
- Broadcasting of students and staff on social media platforms in school without permission

Firstly, I strongly recommend that children do not have these devices. It is relatively cheap to purchase a simple mobile phone which can text and call.

Secondly, I want you to be aware that from the first day back in January, we will be taking the approach of *'if it's on, it's gone'*. If a mobile phone is found to be switched on at TCA, even in a student's bag during the day, it will be confiscated. We will be implementing the following:

- Students showing staff on gate duty that their phones are off and away before entering the building
- Form tutors performing checks as part of their daily equipment checks
- Teachers performing random spot checks of classes throughout the day and week



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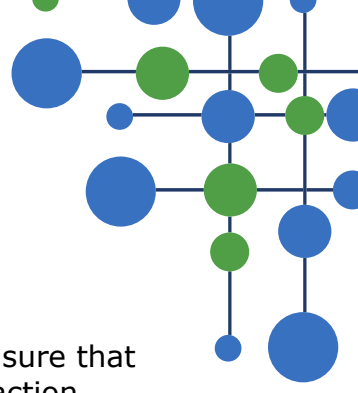
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We firmly believe that this is the correct course of action to take to ensure that students can learn and teachers can teach without this potential distraction. Whilst we do not have a significant problem with students using phones in school, we have a core group of students for whom this behaviour is problematic.

We will go through these expectations with students on the first day back as part of our routines briefing and it will be very clear to them. However, I wanted to let you know, too, so that you are aware of what will happen if your child's phone is confiscated. If this does happen, the following consequences will be in place:

Occasion	Next steps	Consequence
First	<ul style="list-style-type: none">• Phone is returned to student at the end of the day	<ul style="list-style-type: none">• Same day detention
Second	<ul style="list-style-type: none">• Phone is returned to parent/carer at the end of the day	<ul style="list-style-type: none">• Same day detention
Third and subsequent	<ul style="list-style-type: none">• Phone is returned to parent/carer at the end of the week	<ul style="list-style-type: none">• A period of internal exclusion• Phone is handed in every day as part of a mobile phone contract

I hope that you understand the steps we are taking to make sure that your child can learn in an environment where there are fewer risks than ever of being distracted by technology. As always, we are committed to being nice and working hard so that your child can learn, and our teachers can teach.

Yours sincerely,

Mr Burton

Headteacher