



09th February 2026

Dear Parents and Carers

Re: Mobile Phones in School

I am writing to inform you of our school policy regarding mobile phones.

Mobile phones are **not permitted in school** for pupils, as they can cause distraction and are not required for learning during the school day.

The **only exception** to this policy is for **Year 6 pupils who walk to and from school independently**. These pupils may bring a mobile phone to school **solely for safety reasons**.

For these pupils, please note below:

- Any permitted mobile phones must be **handed in to the school office on arrival**.
- Phones will be **stored securely during the school day**.
- Pupils must **collect their phone from the office at the end of the school day, when they leave school site**.
- Mobile phones should be switched off and **clearly labelled with the pupil's name**

All Year 6 parents/carers who require their child to bring a phone to school must also completed a permission form. These can be obtained from the school office. Please note phones will not be accepted by the school office after half term unless a permission form has been completed and the phone is clearly labelled. The school cannot accept responsibility for loss or damage to phones brought onto the premises.

We appreciate your support in helping us maintain a safe, focused, and positive learning environment for all pupils. If you have any questions regarding this policy, please do not hesitate to contact the school office.

Yours sincerely

Ms C McFadden

Head of School