



Executive Headteacher: Mrs L. Gould
Head of School: Mr R. Leigh

5th September 2018

Dear Parents and Carers,

RE: Mobile phones in school – Years 4 to Year 6 pupils only

As a general rule, our primary aged pupils have no need for a phone whilst in school. We do however understand that some older children walk to and from school by themselves and parents/carers may give their child a phone as a security aid. In such circumstances, mobile phones **must** be handed in at the classroom for safe-keeping at the start of the school day and collected at the end of the school day. This process is managed by support staff and teachers in the classroom and is the only condition under which phones are permitted to be brought to school.

If you do feel your child needs to have a mobile phone for the journey to and from school then please note that by sending them in with the phone you, are agreeing to their following the Four Phone Rules, which for convenience have been listed below:

Four Phone Rules

1. Phones must be handed in at the start of the day and can be collected at the end of the day
2. Mobile phones should be '**off and away**' at all times, any phone seen or heard will be confiscated - this includes phones kept in rucksacks, coats and bags that have not been handed in.
3. The '**off and away**' restriction is in place at all times while pupils are on the school grounds and on educational visits; this includes when pupils arrive and leave at the end of the day. Phones should be **off before** pupils enter the school grounds and not accessed again until they have left the site.
4. Should pupils need to use their phone at the end of the day to contact parents with any concerns, or for collection following school based activities, they are asked to let a member of school staff know first and to do this only with their



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permission.

Children found not following the Four Phone Rules will be issued with a sanction. Please understand that the rules have been created to keep everyone safe and must therefore be adhered to by all pupils and their parents and carers who permit them to bring a phone to school.

Issues on social media

Further to our letter today regarding keeping children safe on internet and mobiles, there have recently been some issues regarding the use of social media, including Instagram accounts. We thought that it was therefore useful to remind you of a number of things regarding such accounts:

- We need to remind you that to hold an Instagram account you should be over 13 by law
- Some children may be inviting people they do not know into the group chats. Please take time to make sure your child knows everyone they are talking to on such sites
- The language and discussions that we have seen are very unpleasant. This maybe something you need to address at home. A good rule of thumb to use is 'don't post anything you wouldn't be happy to say or write in front of me'

Parents and carers seeking further information can find details on the school website's internet safety page at www.theglobeprimary.co.uk/internetsafety

This page includes information which we hope parents and carers will find useful and helpful in managing their children's access to the social media and internet world.

Yours faithfully,

Mrs L. Gould
Executive Headteacher

Mr R. Leigh
Head of School