

Dear Parents,

Children's mobile phones and smart watches in school

An increasing number of children are bringing their mobile phones to school. As a school we discourage this but understand that some parents wish them to have their phone in case of emergencies walking to and from school.

If you wish for your child to bring a mobile phone to school, please could you return the slip below to the school office, confirming that you have given your permission and that your child understands and agrees to follow the appropriate procedures below. This is for the protection of all members of our school and supports the Health & Safety, Anti bullying, Child Protection, Safeguarding and Internet/Esafety policies.

- Phones must be clearly named.
- Phones must be switched off completely before entering the playground and handed to the office before registering in the morning.
- Phones must not be used to take photographs or videos on school premises. If images of other pupils or adults have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a senior teacher.
- Phones must not be taken on school trips or activities.
- Phones are kept safely in the office during the day. However, the school does not accept responsibility for any device that is lost or damaged.
- Where a pupil is found by a member of staff to be using a mobile phone, the phone will be confiscated from the pupil and handed to the office team. Parents will be asked to collect any phone that has not been handed in.

We regularly teach the children about e-safety but ask that parents talk to their children about the appropriate use of text messages/group chats out of school, and monitor their child's use of all devices as they can often cause upset.

In addition to this, smart watches must not be worn in school if they have a camera function or the ability to make / receive call or access the internet.

Your support with this is much appreciated.

Yours sincerely,

Mrs Claire Donnachie

Headteacher

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I wish my child _____ class _____ to have their phone in school.

I have discussed the school procedures with my child and they understand that it needs to be handed in at the beginning of the day and switched off completely whilst on the school premises.

Signed _____

Date