

03 September 2026

Dear Parents/Carers

Principal: Ms L Gobin

As we begin the new academic year, I want to thank you for your continued support in helping us maintain high expectations for our students. One area we are strengthening this year is our approach to mobile phones during the academy day.

In response to updated statutory requirements provided by the **Department for Education** and as part of our continued commitment to safeguarding, we are strengthening our procedures to ensure that students are not able to access or use mobile phones during the academy day, including at times when they may need to leave a lesson.

Our existing expectation remains that mobile phones should be 'never seen and never heard' during the academy day, including from when students enter and exit site through standards gate. However, we know that opportunities can arise for students to access their phones when leaving lessons, particularly when going to the toilet.

We are therefore introducing the following procedure:

- If a student needs to leave a lesson to use the toilet, they will be expected to **leave their mobile phone with their class teacher** before leaving the classroom
- Their phone will be kept securely by the teacher and returned to them as soon as they return to the lesson
- If a student does not have a mobile phone with them or does not wish to leave their phone with the teacher, a member of staff will accompany them to and from the toilet
- The same principle will apply where a student needs to leave a lesson for another valid reason, such as using an agreed time-out pass or seeking non-urgent medical assistance

The expectation is therefore very simple and consistent: **if a student needs to leave the classroom during a lesson, their phone stays in the classroom or they will be accompanied by a member of staff.**

This is not about preventing students from accessing the toilet when they genuinely need to do so, it is about ensuring that students can do so safely while reducing opportunities for mobile phones to be used inappropriately during lesson time.

We will explain the new procedure clearly to all students through assemblies and staff will apply it consistently across the academy. I appreciate your support in reinforcing our expectations around mobile phones with your child. By working together, we can protect valuable learning time, reduce distractions and ensure that our students are safe and focused throughout the academy day.

Yours faithfully



Ms L. Gobin
Principal

