

17 July 2024

Dear Parent/Carer

### Re: Ban on mobile phones at Springfield School

Further to my [letter dated 23 May 2024](#), I would like to thank you for the overwhelming response to our mobile phone survey. Your thoughtful feedback has helped Governors to shape our updated [mobile phone policy](#) (effective September 2024).

The use of mobile phones in schools has become a significant challenge in educational settings around the country, and Springfield School is no exception. We are committed to supporting our pupils to make informed choices regarding their mobile phone use, both in and out of school.

After careful consideration and consultation with a variety of stakeholders, we are updating our mobile phone policy (in line with [DfE guidance](#)) in order to minimise distractions and promote a focussed and safe learning environment.

The key points of this policy are as follows:

- Pupils **are not** permitted to use their mobile phones during the school day or on the school site. (This includes during lessons, in the time between lessons, at breaktimes and at lunchtimes, before/after school.)
- Should a parent/carers wish for their child to bring a mobile phone into school it should be switched off before the pupil enters the school via the gate, and carried out of sight in the pupil's school bag. The pupil should immediately hand their mobile phone to their form tutor (during registration) who will lock it away securely for the remainder of the school day (in the tutor base). If a pupil is late to school their mobile phone should immediately be handed to staff in the welfare room (where pupils register) who will lock it away securely for the remainder of the school day (in the welfare room).
- Pupils bringing a mobile phone to school must ensure that the phone has an appropriate protective cover and is appropriately labelled with their full name and tutor group.
- If a pupil is found using their mobile phone (this includes the device ringing, vibrating or making sounds to notify the user of alerts etc.) it will be confiscated, locked away securely, the misuse logged on Class Charts and a 60-minute detention set for the same day. Failure to adhere to the mobile phone policy may also lead to a further sanction such as a 90-minute detention, internal exclusion and/or a fixed term suspension.

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This policy aims to ensure that our pupils can fully engage with their learning without the interruptions that the use of mobile phones around the school site can cause. We believe this approach will foster an environment that is calm, safe, and free from distractions so that all pupils can learn and thrive.

Kindly note that in order to support pupils to adhere to the mobile phone policy we ask that visitors to the school site do not use their mobiles. Thank you in advance for your cooperation. Together, we can ensure that Springfield School remains a safe and effective learning environment for all our pupils.

Yours faithfully

Ms Kelly  
Head of School

