



**Gawthorpe Lane
Ossett
West Yorkshire
WF5 9BS**

Headteacher: Miss J Kiernan
Executive Headteacher: Mr P Marshall

Tel: 01924 264240
Email: admin@highfield.wakefield.sch.uk
Web: www.highfield-school.co.uk

Monday 12th February 2018

Dear Parents/Carers

Mobile Phones & Tablets

If a phone or tablet is brought to school, it should be turned off before the student gets off the bus/taxi, or when the student is in the school reception area. It must **not** be on in the school building, even in silent mode during the school day.

On arrival in class, the student will give the phone or tablet to their teacher for safe-keeping. The phone or tablet will be returned to the student at the end of the day. When students are waiting for buses, in the hall or in bus rooms, the phone/tablet must remain off.

For bus/taxi journeys to and from school, devices that are not connected to the internet are often better: if mobile signal is lost, this does not prevent your son/daughter listening to music or playing the game they are on.

Should school staff see phones/tablets being used inappropriately, including them being on in the hall, bus rooms or corridors, Highfield School, like most other high schools, may confiscate the phone/tablet.

In summary

- It's better to have devices which aren't connected to the internet during the journey, such as
- tablets
- Phones off when we get to school
- Phones handed into teacher and returned at the end of the day
- Phones used inappropriately, including whilst waiting for buses, may be confiscated
- Teachers will lock phones/tablets away to keep them safe

Class teachers will be explaining this to students in a way that is appropriate to their needs.

Thank you for your support on this approach which helps all students to be treated as consistently as possible.

Yours sincerely,

Aaron King
CIAT Team Manager/Acting Assistant Head Teacher

