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*"A Specialist Business and Enterprise College"*

3<sup>rd</sup> February 2011

Dear Parent/Guardian,

**RE: Mobile Phones and personal Electronic Devices**

The school's policy states that mobile phones and other personal items of value, such as electronic devices, should not be brought into school.

However in support of student safety mobile telephones may be brought into school. They may be used during break and lunch times in the restaurant, playground and social space.

At all other times phones and electronic devices must be switched off and remain out of sight.  
**This is vital in lessons.**

The use of phones can escalate issues amongst students with the use of texting and Facebook. The taking of photographs or videos is not allowed.

If a student does have their mobile phone or other personal electronic device out during lesson they will be given one warning to turn it off and put it away. If they do not follow the instruction or get it out again they will be removed from the lesson. Further action will then be taken which may result in the device being confiscated which can be collected by a parent/guardian or it may result in the pupil being sent home.

Please would you support us in emphasising to your child the expectations we have regarding this?

Yours sincerely

Mark Garside  
Head Teacher



*Unlocking Potential – Raising Achievement*

*BSF Phase 1 - Our transformed school buildings will be completed by September 2012*