



March 2026

Dear Parents and Carers of Year 5 and Year 6 Pupils

As part of our ongoing commitment to keeping pupils safe and ensuring a calm, focused learning environment, we are writing to share important information about Southfields Primary School's Mobile Phone Policy for 2026, and what it means for pupils in Years 5 and 6.

Mobile Phones for Pupils Who Walk Home

We recognise that some children in Year 5 and Year 6 walk home independently, and that having a mobile phone can provide reassurance for both pupils and families. To support this safely and responsibly, the school allows pupils in these year groups to bring a mobile phone under the following conditions:

- Phones must not be used on the school site at any time.
- Phones must be switched off before entering the school grounds.
- Phones must be handed to the class teacher each morning, where they will be stored securely in a locked drawer.
- Phones will be returned to pupils at the end of the school day for their journey home.
- Smartwatches are not permitted in school.

Code of Conduct

Pupils bringing a phone to school must follow the school's Code of Conduct, including:

- Keeping the phone switched off during the school day.
- Not sharing passwords or contact details.
- Not using the phone for bullying, inappropriate communication, or viewing/sharing harmful content.
- Following staff instructions immediately, including handing over the phone if asked.

Sanctions and Safety

If a pupil uses their phone during the school day or does not follow the rules:



Southfields Primary School

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- The phone will be confiscated by the Headteacher and stored securely.
- The length of confiscation will be reasonable and proportionate.
- The incident will be treated as a Level 1 breach of the school behaviour policy.
- The school cannot accept responsibility for any phones lost, damaged, or stolen while pupils travel to and from school.

Communication During the School Day

If you need to contact your child during the school day, please do so by contacting the school office either in person or by calling 02476 226810. Pupils must not be contacted directly on their personal mobile phones while they are in school.

We appreciate your support in helping us keep all pupils safe and ensuring that learning can take place without distraction. If you have any questions about the policy, please do not hesitate to get in touch.

Kind regards,

A handwritten signature in black ink, appearing to read 'Mr J Gale', located below the 'Kind regards,' text.

Mr J Gale
Head Teacher

Headteacher: Mr James Gale

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