



# Woodlane High School

achieving success in a nurturing environment

Du Cane Road, London W12 0TN

Headteacher: Claire Maynard Tel: 020 8743 5668 Fax: 020 8743 9138 Email: [admin@woodlane.lbhf.sch.uk](mailto:admin@woodlane.lbhf.sch.uk)

6<sup>th</sup> September 2018

## Mobile Phones

Dear Parent/Carer,

The school is committed to ensuring the very best climate for learning so that pupils are fully prepared for lessons without any distractions. Whilst Woodlane High School recognises that mobile phones are now very much part of everyday life, pupil safety and learning are paramount. To support this the school has made the decision to implement a **Not Seen** policy of mobile devices within school grounds. This policy will also help support positive social interactions and further develop the social skills of our pupils and prevent the inappropriate use of mobile phones on the school grounds. Pupils have been informed today in assembly about the new policy which has taken affect today.

To ensure that the policy is clear, the school website has been updated with the policy, the basic principles are listed below.

- While pupils are on school premises, mobile phones should be switched off and kept out of sight during the entire school day, including break and lunchtimes.
- If a pupil does bring a mobile phone to school they should store it at the School Office, or in their locker and must not be on them during any part of the school day. This also applies during school excursions and extracurricular activities both on the school grounds and off-site.
- If a mobile phone is seen or it is heard in school by a member of staff, that member of staff will be required to confiscate it immediately and take it to the School Office for safe-keeping where it can be collected at the end of the school day. When a mobile phone is confiscated, the matter will be recorded on the pupil's behaviour log.

Below is a list of devices that must not be seen during the school day:

- Mobile phones
- I pads and other tablets
- Handheld game consoles
- Ipods, MP3,MP4 players
- Smart watches

Woodlane High School understands that parents/carers give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also increasing concern about commuting long distances to school. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently. Any pupil or parent needing to make urgent contact can do so through the appropriate system via the School Office. All very urgent messages are relayed immediately.

The school would like to thank you for your support of this policy and should you have any questions please contact me on the school number

Rob Morgan  
Deputy Head KS3





# Woodlane High School

achieving success in a nurturing environment

Du Cane Road, London W12 0TN

Headteacher: Claire Maynard Tel: 020 8743 5668 Fax: 020 8743 9138 Email: [admin@woodlane.lbhf.sch.uk](mailto:admin@woodlane.lbhf.sch.uk)

---



We're working  
towards Artsmark  
Awarded by Arts  
Council England

