**Bernards Heath Junior School**

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**Headteacher: Ms C Piggott**

**September 2026**

**Mobile Phones in School**

Dear Parents/carer(s)

If you would like for your child in Year 5 or 6 to walk home from school on their own and have access to a mobile phone outside of school hours, **please complete the request for permission form** overleaf and give this to the class teacher, signed by the parent/carer. In requesting permission for children to keep a phone in school, parent/carers accept that the school bears no responsibility for loss, damage or theft of phones on school premises, as stated below.

Please be advised of the following:

- Yr 3 and 4 pupils are not permitted to store a mobile phone in school. If found, they will be confiscated and can be collected only by a parent/carer(s) from the front office. If there are any exceptional circumstances that we should be aware of, please arrange a meeting with the class teacher to discuss.
- Once a request for permission to store a phone in school has been completed for children in Year 5 or 6, the phone **must be switched off** as soon as your child enters school grounds. The phone must be given to their teacher at the beginning of the day, to be stored in the class phone box, and collected from an adult at the end of the day.
- The school does not accept responsibility for theft, loss or damage to any phones stored in school.
- If any inappropriate material is found on the phone it will be confiscated immediately.
- If the phone is turned on and/or used in school, it will be confiscated and must be collected by a parent/carer from the front office.
- Children are not permitted to receive or make calls or texts from their mobiles anywhere in school, **including the pathway up to the main road**. Phones are entirely for use **off the school site.**

Thank you for your cooperation in upholding our procedures on handling mobile phones in school.

Yours sincerely

**Ms C Piggott**
**Headteacher**

## Request for permission to keep a phone in school

| | |
|---|---|
| Name of Child: | |
| Class: | |
| Name of parent/carer requesting consent: | |
| Reason for child needing to bring a phone to school: | |
| Does your child walk home unaccompanied by an adult? | |
| Where do they have to walk to? | |

- **I understand that the phone might be confiscated awaiting my collection from the school if it is used inappropriately in school.**
- **I accept that the school does not accept responsibility for my child's phone in the case of loss, damage or theft.**

Signed ----------

Name _____

Date _____