



## **Larches High School Mobile Phone/i-pod/mp3 Policy**

Student name:

**Larches High School recognises that the use of mobile phones and music devices within lessons causes disruption to teaching and learning. As a result the school is implementing the following policy:**

- The use of mobile phones/mp3/i-pod etc during the school day is prohibited. This means that no phones/music devices are to be seen or heard by any staff. This also includes personal head-phones

Consequences if a phone/music device is seen/heard or used in school- this also applies during break/lunch-times within the school building and grounds:

1. The phone/music device must be handed to a member of staff and will be returned to the pupil at the end of the school day. The phone/music device will be placed in an envelope with the pupils name on and left in a secure staff office area.
2. If the pupil refuses to hand the phone in then parents/ carers will be informed and a meeting will be arranged to discuss this if there are subsequent issues.
- 3.

**If parents/carers need to contact pupils urgently then they will be able to contact the school on 01772 728567 and a message will immediately be given to the pupil: if the call is not answered and the phone goes to the answer machine-please leave a message, it will be picked up within a few minutes. If a pupil needs to urgently contact parent/carers during the school day then they should inform staff and a school phone will be made available for them to use.**

I agree to abide by the Larches High School mobile phone/music policy and understand the consequences

Student

Signature:.....Date:.....

Parent/Guardian Signature:.....Date:.....