



5 January 2015

Dear Parent/Carer

As you may be aware, each month the school focuses on an area of school life to make students and parents aware of the school's rules. Previous foci for the month have been footwear, litter and equipment.

January's focus for the month is use of mobile phones in school. As our school guidance on mobile phones states, they are allowed in school, but must be turned off, placed in bags and not used at all during the school day. If parents need to contact their children or vice versa, this should be done by the school telephones.

On Monday 5th January, your child's form tutor will go through a presentation to remind them of the schools guidance on the use of mobile phones. This presentation is also available on the school website. The same rules that apply in lessons are also in place for break and lunchtime use of mobile phones.

If your child makes the decision to use their mobile phone in school and are caught by a member of staff one of the following consequences will happen:

- Verbal warning and a sanction placed in SIMS
- Confiscation of the phone to Student Services for the rest of the day
- Lunch/After School Detention

For more serious breaches of the guidance, your child's Year Leader will contact you to discuss further consequences.

As we are sure you will agree inappropriate use of mobile phones can lead to many more serious issues. As part of the January focus for the month, we will be reminding students about what to do if they receive unwanted texts or messages online via social media. Students have been informed on numerous occasions and are aware that they need to tell an adult if they feel they are being bullied online. Students can also use The Sharp System on the school website (www.helsbyhigh.thesharpsystem.com) to report any bullying in a confidential manner.

We are sure you will support the school in its aim to reduce the amount of inappropriate mobile phone use. If you would like any further information please do not hesitate to contact the school via the usual methods.

Yours sincerely,

Ms Simmonds
Key Stage 3 Leader

Mr Howe
Key Stage 3 Leader

Mr Cooney
Key Stage 4 Leader