



Aspire, Learn, Achieve  
[www.lordgrey.org.uk](http://www.lordgrey.org.uk)

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4 December 2018

Dear Parent/Carer/Guardian,

The safety and well-being of all students and staff is of paramount importance at Lord Grey Academy. The use and functionality of technology is constantly progressing and this means schools are required to evaluate their policies relating to the use of technology on a regular basis.

The Academy has a small number of students who cannot appear on the website, internet or social media due to parental requests or due to more serious reasons relating to their safety. Facial recognition technology has been used to trace students through postings uploaded on to social media in other schools. The Academy has a duty of care to prevent such an event happening to any of our students. We have also had increasing occurrences of inappropriate use of mobile phones, which have, via social media platforms, been used to bully and harass students, which is totally unacceptable.

The Academy realises the reassurance that mobile phones give both students and parents during travel to and from school on dark mornings and evenings and therefore will not be banning mobile phones. There does however need to be a change in the rules regarding their usage around the school site.

From Monday 7<sup>th</sup> January students will need to keep their phones switched off, in their bags and out of sight from the moment they come through the school gates until they leave at the end of the school day. I would greatly appreciate parents not trying to contact their children at the Academy on their mobile phone between the hours of 8:45am and 3:15pm. This change is being made to safeguard students and the process will be made so much more efficient with parental support. If students need to contact parents they can do so by asking at Student Services or the HUB. If parents or carers need to get messages to their child, this can be done through school reception. The number is 01908 626110.

It is also important to all members of the Academy that mobile phones do not become a cause of tension or confrontation. If a phone is seen, the student will be asked politely to hand the phone over to the member of staff. This will be placed in a confiscation bag and handed into Student services where it may be collected at the end of the school day. No further sanction will be implemented if the request is followed promptly. If students are repeatedly spoken to about their phone being used around the school site or refuse to comply with the request, then sanctions will follow.

I appreciate all parents and students supporting this measure in the knowledge that the safeguarding of students is an essential duty for any school.

Yours sincerely

**Jim Parker**  
Principal

