



Forge Lane, Bassaleg,
Newport, South Wales, NP10 8NF
Telephone: 01633 892191
Facsimile: 01633 894699
E-mail: bassaleg.school@newport.gov.uk
www.bassaleg.newport.sch.uk

ELT/MAB/GW

April 2011

Annwyl Parent/Guardian

Re: Mobile Phones in School

May I take this opportunity to remind you of the school's procedures regarding pupils' mobile phones. We would prefer that they are left at home, however, we can understand in exceptional circumstances they are a useful aid in terms of the safety and welfare of your child during the journey to and from school.

If you intend your child to bring a mobile phone for safety reasons then the following conditions will apply.

1. Only pupils with permission slips on file will be permitted to have a mobile phone in school.
2. **All mobile phones will be turned off and placed out of sight in the pupil's bag. They are not to be used at anytime during the school day under any circumstances. Pupils are not allowed to have their phone on in school time when they are on the school premises; that time being from when they enter the school gates until they leave the school site at the end of the school day. Pupils should not have their phones on when in school and parents/guardians should not attempt to contact their child in this manner.**
3. The school will not be responsible for any loss or theft of mobile phones.
4. The school will not investigate any loss or theft of mobile phones.
5. If a pupil does not adhere to any of the above conditions then the phone will be placed in a safe place and parents/guardians asked to make an appointment to collect it from site.

May we take this opportunity to remind you that pupils can, in an emergency, contact home via the school office. Parents/guardians wishing to contact their son/daughter must still do this via the school office.

I look forward to receiving your support in this matter.

Yr eiddoch yn gywir

**E J Thomas
Headteacher**

✂ =====

BASSALEG SCHOOL

Name of pupil: Form:

- We/I give permission for my son/daughter to bring a mobile phone to school for safety reasons.
- We/I have discussed the schools policy with our/my child/ren and he/she has agreed to abide by these conditions.
- We/I will support Bassaleg School and agree to collect the phone from site if the conditions are not followed.

SIGNED: **Parent/Guardian Date:**

