



# The Astley Cooper School

Responsibility Respect Resilience

March 2025

Dear Parent/Carer

## Reminder of mobile device policy

I am writing to remind our school community of the mobile phone and personal devices policy having noticed an increase in students not using their pouches or handing their phones in at reception.

Following the review of our policy and consultation with parents in the summer term, the new policy came into force in September 2024 and has been really positive in reducing disruption to lessons and inappropriate use of social media/phones during the school day.

All students are expected to use their phone pouch, hand their phone into reception or leave their phone at home. Phones in school, outside of a pouch have been added to the prohibited item list and any student caught with their phone on them during the school day will receive a sanction on an escalating scale. This scale is currently;

- Phone confiscated for the day and 30 minute same day detention
- Phone confiscated for 24 hours and 30 minute same day detention

I am adding an additional step to the confiscation protocol for those students who persistently try to break this rule by adding

- Phone confiscated for one week and 30 minute same day detention.

This will not reset at the start of each term. The escalation period has been extended to the whole school year.

Additionally, a small minority of students have damaged their phone pouches by trying to force their phone out. This has caused structural problems with their pouch and we are in the process of writing to those parents to ask them to purchase a new pouch at a cost of £15.

Please speak to your children to reinforce these expectations. Confiscated phones cannot be collected early by parents and your support in enforcing the general school rules is greatly appreciated as always.

## Uniform

I would remind you of our uniform expectations and the importance placed on wearing the correct school uniform. Uniform is an important part of our school identity and prepares students for working life where they will have to dress appropriately for the jobs they have when they leave school.



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Please remind your children that they cannot wear leggings or a hoodie to school. Students who arrive at school with incorrect uniform will be given the correct item to wear for the day and must return the item/s.

For persistent breaches of the uniform policy, students may be sent home immediately to change. Hoodies must be removed at the school gate and kept in their school bag.

## Attendance

Attendance at school is vital for students to make the most of their time here, enjoy the range of experiences we have to offer and gain appropriate qualifications. Over the coming weeks we have Science Week, Pi Day and we are starting to investigate rewards trips and activities for the end of the school year. Please encourage your children to attend as regularly as possible, with the aim to be in school at least 96% of the time, so they don't miss these activities.

As the Government looks to emphasise the importance of school attendance, the new National Framework for Penalty Notices for school absence, including unauthorised holiday absence, has been introduced following changes to the law and we have to follow this guidance closely for those students not attending regularly.

Thank you again for your support with all of the above, your children's success at school is important to us.

Yours sincerely

Sam Orsborne  
Headteacher



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