



Birchwood High School

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8 January 2025

Mobile Phone Usage by Students During the School Day

Dear Parents and Carers,

I hope this letter finds you well. I am writing to address an important matter regarding mobile phone usage by students during school hours, which has been impacting the smooth running of the school day and creating challenges for our staff.

As part of our school policy, students are required to adhere to strict guidelines regarding mobile phone use. While we understand that mobile phones are a valuable tool for communication and safety, their use during the school day must be limited to ensure that the focus remains on learning and that school operations run without unnecessary disruptions.

Unfortunately, we have noticed an increasing number of instances where students are receiving phone calls or messages directly from parents during lessons, break times, and other school activities. These interruptions not only disrupt the educational environment but also create conflict when staff enforce our policy.

To clarify:

- **Parents and carers should not contact students directly via phone calls or messages during the school day.**
- If you need to communicate with your child urgently, please contact the school office. Our staff will ensure that your message is passed on promptly and appropriately.
- Similarly, students are not permitted to use their mobile phones to message or call parents during school hours without express permission from a staff member.

This policy is in place to maintain a productive learning environment and to ensure that staff can enforce rules consistently and fairly. Any breach of this policy by students may result in sanctions, as outlined in our behaviour policy.

We appreciate your cooperation and understanding in this matter. By working together, we can ensure that our students remain focused on their education and that staff can carry out their duties without unnecessary conflicts.

Thank you for your continued support in helping us maintain a positive and focused learning environment for all students.

Yours sincerely,
Jolene Jacobson
Deputy Principal

Principal, Mr Sam Griffin

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