



**Focus School Linton Park Campus  
Heath Road  
Maidstone  
Kent, ME17 4HT**

Friday, 18 November 2016

Dear Parents,

It has come to my attention that some students may be bringing mobile phones into school. As we are all bound by the conditions of the Focus Learning Trust Mobile Phone Policy, I thought I would share with you again their comments for students so we are not drawn into unnecessary conflicts.

Students are not allowed to have mobile phones or similar devices in school, on school transport or school excursions and parents are asked to comply with this policy. Urgent messages for students must go through the main office and if a student needs to make telephone calls during school hours they must go to the main office for permission.

Any such items that are brought into school will be confiscated and returned at the end of the school day with a note for the relevant parent to ask that the phone or device is not brought into school again.

In certain circumstances the school acknowledges that a parent might wish a child to bring a phone to school e.g. for security purposes. In such circumstances, a permission slip should be obtained, the phone should be clearly labelled and it should be handed to a teacher on arrival at the school for safety. It will be returned at the end of the school day only.

Mobile phones will not be allowed on Educational Visits/short trips away from school. However, students may have their mobile phones when going on longer trips or when required within a specific risk assessment.

Appropriate action will be taken against any student who photographs or films other individuals without their consent, downloads or displays inappropriate material or who sends harassing or threatening text messages or multi-media messages. Such activities will be reported to parents and dealt with under the relevant school policy: behaviour Management Policy, Anti-Bullying Policy, ICT Policy and Procedures including e-safety and/or Child Protection and Safeguarding Policy and Procedures. Where they constitute a criminal offence, the Police may be involved.

May I take this opportunity to say again that your child's safety and happiness are prime concerns for us and we will do all we can to ensure that the Linton Park campus operates in a manner to support this.

Mrs Kate Edwards