



Parent/Carer Policy Summary Years 8–11

(Full version available upon request.)

A Phone-Free School Day



At Loreto Grammar School, we are committed to creating an environment where every student can learn, thrive and build positive relationships. **To support learning, wellbeing and safety, Years 8-11 operate a phone-free school day.**



Why have a phone-free school day?



As a result of surveys with parents/carers, students and staff in 2025-2026, the school will operate a **mobile phone pouch system** for students in **Years 8-11**.

We want our students to benefit from



Learning

Greater focus and engagement



Wellbeing

Fewer distractions



Relationships

More face-to-face communication



Safety

Reduced online risks during the school day



How the Pouch System Works

Every student in Years 8-11 will be issued with a secure mobile phone pouch.

Each morning:



Switch off

Students arrive at school and switch off their mobile phone.



Lock Pouches

The phone is secured in the pouch in the presence of a member of staff.



Keep Safe

The student keeps the pouch with them throughout the school day.



Unlock

The pouch is unlocked at the end of the school day at an unlocking station. The empty pouch is then locked for safekeeping.

Caring for the Pouch



If a student loses the pouch issued, a replacement fee of £20 will be required.

Students will return their pouches at the end of the academic year in good condition.

If the pouch is not in good condition a £20 replacement fee will be required.



Students will:

Bring their pouch to school every day.

Ensure their phone is switched off before it is secured in their pouch.

Keep the pouch safe throughout the school day.

Follow all staff instructions regarding the pouch system.



Students will not:

Bring a second, undeclared or decoy mobile phone to school.

Tamper with or attempt to open a pouch.

Key Information



Educational Use of Mobile Phones

Any use of a mobile phone during the school day for educational purposes will be directed and supervised by a member of staff.



No Phone

Bringing a mobile phone to school is not compulsory. If your daughter does not bring a mobile phone to school, you should provide a signed letter or note confirming this.



Forgotten Pouch

If your daughter forgets her pouch, her phone will be stored in the Vice Principal's Office until 3:25 p.m.



Medical Access

Students who require access to a mobile device for medical reasons will be supported through individual arrangements.



Communication During the School Day

If a student needs to contact home, a member of staff will assist and the school office will facilitate communication.

If you need to contact your daughter, please contact the school office and we will ensure the message is passed on promptly.



Responsibility for Personal Devices

Students who choose to bring a mobile device remain responsible for keeping it secure and password protected.

The school accepts no responsibility for loss, theft or damage to personal devices on school premises or during school activities. Parents/carers are responsible for ensuring appropriate insurance arrangements are in place where required.

Examples of Breaches of the Policy include:

- Accessing a mobile phone during the school day.
- Possessing a mobile phone outside the pouch system.
- Bringing a second, undeclared or decoy mobile phone.
- Tampering with or attempting to open a pouch.
- Deliberately damaging or altering a pouch.

Breaches of the policy will be addressed in line with the Positive Behaviour Management Policy.



Students in Years 12-14 are not included in the mobile phone pouch system and will follow the Bring Your Own Device to School Policy already in place.

This will continue to be monitored.