



27 February 2025

Dear Parent/Carer

## **Re: Mobile Phone/Electronic Device Policy Clarification**

As part of our continued commitment to providing a calm, focused and positive learning environment, we would like to remind families of our current Electronic Device Policy and the measures in place to uphold our "See It, Hear It, Lose It" expectations. This policy applies to all students while they are on the College site between 8.00am and 3.30pm.

### **Supporting student wellbeing and learning**

Earlier this year, the Department for Education issued strengthened guidance encouraging all schools to adopt clear and consistent expectations around mobile phone use. The national message is simple: reducing access to mobile phones during the school day helps to create calmer classrooms, supports students' concentration, and reduces the social pressures that can arise through constant digital connectivity.

At Ivybridge Community College, these priorities fully align with our own values. We want every young person to feel safe, included and able to focus deeply on their learning without unnecessary distractions. We also want to build healthy digital habits that will benefit students both in school and beyond.

For these reasons, our expectation continues to be that mobile phones are switched off and placed in bags, and not in pockets, from when students enter the College site until they leave.

Students are never required to use their phones during learning. Should a student need to contact home, they may do so through their Pastoral Office or a member of staff. Likewise, if you need to reach your child during the school day, please contact the College by calling 01752 691000 or by email to [icc@ivybridge.devon.sch.uk](mailto:icc@ivybridge.devon.sch.uk) and the team will do their utmost to assist you. For any student who feels uneasy about keeping their phone in their bag, we offer the option of voluntarily handing it in to Peverall Hall each morning, where it will be stored securely until the end of the day.

### **A supportive, consistent approach**

We are currently reviewing our full Electronic Device Policy to ensure that it remains robust, aligned with national expectations, and focused on providing the best possible learning environment for our young people. For the time being, our existing procedures remain in place so that expectations are clear and consistent for all students.

### **Confiscation procedures**

To ensure clarity and consistency, our staged response to mobile phone use is as follows:

- **Confiscation 1:** Logged on Class Charts and returned to the student at the end of the day.
- **Confiscation 2:** Logged on Class Charts, parents/carers informed, and the phone returned at the end of the day.
- **Confiscation 3:** Logged on Class Charts and parents/carers required to collect the phone from College Reception (open until 5.00pm).
- **Confiscation 4:** Logged on Class Charts, parents/carers required to collect the phone from Reception, and the student must hand their phone into Peverall Hall each morning for a two-week period.

**Respect ■ Aspiration ■ Integrity ■ Compassion**

### **End-of-day expectations**

Recently, staff have observed more students using or displaying mobile phones at the end of the day while still on College site. National guidance emphasises the importance of keeping expectations consistent through to departure to protect learning time and maintain a calm end to the day.

To support consistency, if a phone is seen or heard at the end of the day while a student remains on site (8.00am – 3.30pm), this does not include enrichment activities at the end of the College day, it will be logged on Class Charts and the student will be required to hand in their phone the following morning at Peverall Hall.

Students have already been reminded of this during assemblies and will continue to receive support to help them meet this expectation.

### **Working together**

We appreciate that families play a vital role in helping young people develop positive and healthy digital routines. Your support in reinforcing the message at home makes a significant difference to our shared goal of creating a calm, safe and focused learning environment.

Thank you for your continued partnership. If you have any questions, please do not hesitate to contact us.

Yours faithfully

Ray Hennessy  
**Deputy Principal**