

September 2019

Dear Parents

We would like to make you aware of our Valuables Guidance document, which is below, and we would be grateful if you could discuss this with your son.

Yours faithfully

Mrs D Booth
Assistant Head

Valuables Guidance

1. We strongly discourage all boys from bringing any valuables to school including mobile phones and other internet or telecommunications devices. The school may specify the use of certain valuable items for educational purposes.
2. If boys do bring valuables to school against our recommendations, we will not accept responsibility for any loss, theft or damage.
3. If boys do bring valuables to school, they must be turned off and kept in a secure place i.e. a locker. They must not be seen, or heard anywhere on the school site during the school day (8.40 am to 3.40 pm) except where the school has given permission for educational purposes. Boys can wear smart watches for telling the time, but any internet function must not be used and they are treated the same as mobile phones in this respect.

THIS INCLUDES BREAK AND LUNCH TIMES

The exceptions to these rules are that the Sixth Form are allowed to use mobile phones etc. when they go off site during the lunchtime. Year 13 are also allowed to use mobile phones in the mezzanine study area for educational purposes only. The Sixth Form are allowed to use laptops and tablets for educational purposes. The other exception to the rule relates to Years 7, 8, 9, 10 and 11 boys who use iPads in their lessons for educational purposes. (Year 7 from the Spring term onwards). (Also, please note point 7 below).

4. If a mobile phone etc. is seen / clearly heard anywhere on the school site during the school day it will be confiscated.
5. When a valuable is confiscated, it is held in the School Office. An email is sent home to the boy's parents indicating the date that the valuable can be collected, which is after four days. Boys can collect their phone from the School Office on the stipulated day. An exception to this procedure is that Sixth Form students will serve an After School Detention and their mobile phone will only be confiscated for one day. Sixth Form students who have had their phone confiscated can collect it at the end of the same day from the School Office.
6. Where parents are concerned about a boy not having his mobile phone for safety reasons the school can provide a very basic mobile phone for the duration of the confiscation.

7. In the exceptionally rare case where a boy's valuable has been confiscated for a second time a Deputy Headmaster's detention is also issued as part of the punishment for not adhering to this Policy.
8. For an activity where boys change and leave their possessions in a changing room, classroom etc. a valuables box will be available. This box will be kept securely during the activity and boys will be able to collect their valuables at the end of the lesson/session. In accordance with point 3 above ideally we would not expect boys to put mobile phones etc. in a valuables box. It is intended for watches, wallets etc. However, if for a particular reason a boy has a mobile phone etc. when he is changing for an activity during the school day or for an extra-curricular activity, he should be encouraged to put the item in the valuables box.
9. Boys will be encouraged to use the valuables box but it is each individual boy's responsibility to hand in his valuable possessions at the beginning of a lesson/session and to collect them at the end.
10. Valuables such as mobile phones and other internet or telecommunication devices must not be taken into external examinations.