

September 2018

Dear Parents

## Valuables Policy

We would like to make you aware of our Valuables Policy and we would be grateful if you could discuss this with your son.

For a variety of reasons, we have a firm Valuables Policy. We strongly discourage all boys from bringing valuables to school including mobile phones, MP3 players and electronic devices like PSPs. The only exceptions to this rule are for the Sixth Form who are expected to bring in a laptop, iPad or tablet (not a phablet or phone) for educational use during lessons or private study. All students will adhere to our Acceptable Use of ICT Policy. The other exception to the rule relates to Years 8, 9, 10 and 11 boys who use iPads in their lessons under the supervision of teachers. If boys do bring valuables to school we will not accept responsibility for any loss, theft or damage.

In addition, if boys bring valuables to school they must not be seen during school hours (8.40 am to 3.40 pm) except when they are being used for educational purposes in the Sixth Form or Years 8, 9, 10 and 11. All prohibited valuables must be turned off and kept in a secure place (i.e. in a school locker) during the school day and any prohibited valuable seen anywhere on the school site during school hours (**THIS INCLUDES BREAK AND LUNCH TIMES**) will be confiscated whether the mobile phone or valuable is turned off or on. Sixth Formers are allowed to use valuables, such as mobile phones, at lunch time if they go off the school site. Confiscated prohibited valuables will be held in the School Office for four days. We will email parents if a valuable item is confiscated and the item will only be returned to the boy on the date specified. 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. We wish to apologise to any parent who is inconvenienced because their son has not heeded this Policy.

All RGS students are aware of our Valuables Policy and generally only a very small number of boys fall foul of it. We would be grateful for your support in making sure that your son understands this Policy.

Yours faithfully

**AR Wallace**  
Deputy Headmaster