

15th July 2026



HOLTE
SCHOOL

Wheeler Street, Lozells
Birmingham B19 2EP

Tel: 0121 566 4370

Fax: 0121 566 4372

Email: enquiry@holte.bham.sch.uk

*"Dedicated to
learning as the
foundation for life"*

Dear Parent/Carer,

Mobile Phone Policy – September 2026

I am writing to inform you of an important change to our approach to mobile phones (and other internet enabled devices that can take photos and send messages such as smartwatches) at Holte School from September 2026 in line with expectations laid down by the government which will be inspected by Ofsted.

We recognise that mobile phones are an important part of everyday life and that many parents and carers want their child to carry a phone for safety when travelling to and from school. Pupils will therefore continue to be permitted to bring a mobile phone onto the school site.

However, mobile phones must not be used during the school day.

Our aim is simple: to ensure that Holte School remains a safe, calm and focused environment where pupils can concentrate on their learning and enjoy positive relationships with others.

Schools nationally are increasingly having to manage the impact of mobile phones on pupils. Phones can cause significant distraction from learning and can contribute to issues involving social media, cyberbullying, inappropriate communication, photography and recording. They can also make it more difficult for staff to resolve issues effectively when pupils communicate events with others during the school day before staff have had the opportunity to establish what has happened.

For these reasons, from September, all pupils will be expected to follow the school's Mobile Phone Policy consistently.

The key expectations are:

- Mobile phones must be **switched off or on silent, kept in a school bag and out of sight throughout the school day.**
- Phones must not be used during lessons, movement between lessons, breaktimes or lunchtimes.
- If a phone is seen, heard or used, it will be confiscated.

Headteacher: Mr S Adams



Outstanding
Leadership
Team Award
Winner
Holte School
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- On a pupil's first offence, the phone will normally be returned to them at the end of the school day.
- For any repeat offence, the phone will only be returned to a parent or carer. The Year Team will contact home to arrange collection. There will be no time limit placed on this. Some schools are confiscating phones for weeks at a time because of the powers given to them by the government. We do not plan to do this but reserve the right to do so if a pupil is continually breaking the rules laid down in the policy.
- Persistent breaches of the policy may result in further sanctions in line with the school's Behaviour Policy too.
- Refusal to hand over a phone when instructed by a member of staff will be treated as a failure to follow a reasonable instruction and may result in additional sanctions.

We understand that there may be exceptional circumstances where a pupil requires access to a mobile phone, for example for a medical need or because of their responsibilities as a young carer. Parents and carers should contact the school to discuss these circumstances. Any exception must be agreed in advance by the Senior Deputy Headteacher and will be clearly defined.

If you need to pass an urgent message to your child during the school day, please contact the school reception. We will ensure that important messages are passed on. Pupils should not use their personal mobile phones to contact home during the school day unless authorised by a member of staff.

We know that the success of this policy will depend upon a strong partnership between school and home. We therefore ask for your support in discussing these expectations with your child before they return to school in September. In particular, please reinforce the simple message that **once pupils arrive at school, their phone should remain in their bag and out of sight until the end of the school day.**

The full draft Mobile Phone Policy is enclosed/attached for your information. We will also communicate the expectations clearly to all pupils and staff so that the policy is applied consistently across the school.

Thank you for your continued support in helping us maintain the high standards of behaviour, safeguarding and learning that we expect at Holte School.

Yours faithfully,

Mr A Oliver
Senior Deputy Headteacher / Designated Safeguarding Lead
Holte School

Headteacher: Mr S Adams



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