

Dear Parents / Carers

### **Re: Online safety policy & personal electronic devices**

Following the work completed with students during online safety week, and information released by the DfE on the impact of electronic devices in the classroom, we will be issuing new guidance to support students to use their devices safely and appropriately. We will be seeking your further views on an updated online safety and electronic devices policy to ensure that all our students develop the skills to use these devices safely. In the meantime, we need your support to ensure that students do not use their electronic devices in school and wherever possible leave them at home.

Where there is prior agreement between school leadership and parents / carers that a student's device is required to meet their needs, these arrangements will continue and a list will be circulated to all school staff to maintain.

Students that do not have permission their devices in school but may need them for transport can have their devices stored away during the day in school. Student council will also be helping to support the implementation of the new guidance around personal devices.

If students use their personal devices when they should not be, they will be asked to put the item away in the first instance, if this continues the following consequences may apply:

- Students will hand over their personal device to the Principal, or a member of the Executive Leadership Team
- Personal devices will be returned at the end of the day with a corresponding note in the student's planner
- If students continue to use personal devices when they should not be, parents / carers may be informed and asked to collect the device at the end of the day

If you would like to speak to someone, have any questions, or be involved in a working group that shapes the policy please email: [admin@lighthouseschool.co.uk](mailto:admin@lighthouseschool.co.uk)

Thank you for your support with this matter.

Yours faithfully

John Bolas  
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