

Dear Parents and Carers,

We are looking forward to welcome students back to school, next week. This letter provides some reminders about these arrangements.

### Thursday, 4 September 2025

- **Year 7** in all day from 8.25. They should meet outside the Sports hall and will then go to their line up area.
- **Year 8-11** attend school for their one-to one appointment with their tutors only. Your child has already been brought home these appointment times. Please contact your child's tutor or Head of Year if you need a reminder. Students in Years 8-11 do not need to wear uniform for these appointments.

Students in Years 8-11 who are entitled to Free School Meals are welcome to have these in the restaurant or collect and take home.

### Friday, 5 September 2025

All students are in school all day, but there are staggered start times. Students should wear full uniform and bring their bag and equipment.

**Year 7:** 8.25am - line up in Year 7 line up area.

**Year 11:** 8.45am - line up outside the Sports Hall

**Year 8:** 9.05am - line up outside the Sports Hall

**Year 9:** 9.25am - line up outside the Sports Hall

**Year 10:** 9.45am - line up outside the Sports Hall

### Return To School Reminders

Our **Welcome Back to Park** booklet, which was sent at the end of last term, reminds you of everything you need to know to prepare your child for a strong start in September. It includes information about the mobile phone pouches students will be given on their first full day back in school.

The booklet is linked again here: [Welcome to Park 2025 \(All Students\).pdf](#)

Continued overleaf.





### Mobile Phone Pouches

A reminder that these will be given to all students free of charge on the return to school. Students are expected to bring these to school every day as part of school uniform.

Thank you to the 228 parents and carers who responded to our survey about the pouches. The response was overwhelmingly positive in terms of recognising the benefits of 'switching off' during school hours on concentration, social skills and mental health. You also identified things your children may struggle with, including being able to contact home if they need to.

While many students are excited about 'switching off' with everyone else, we know some students will find this difficult. This is part of the reason it is so important, and we will openly talk about the challenges and strategies to manage this.

We have created a set of **Frequently Asked Questions** about the phone pouches which are attached to this letter. Do take time to read them with your child before the start of term.

Finally, we would like to wish you a great end to the summer, and we look forward to seeing students in school next Thursday.

Christopher Anders  
Headteacher

Ella Capaldi  
Head Of School



## **Park Community School Phone Pouch FAQs for Parents and Carers**

### **1. Why have we introduced this policy?**

Following research, trials in school and student voice surveys, we are introducing the phone pouches to support all students to switch off during school hours and support with:

- Keeping students safe from online risks.
- Support positive mental health and social interaction.
- Reduce classroom distractions so students can focus on learning.

### **2. Can my child bring a mobile phone to school?**

Yes, if it's needed for safety or travel. However, phones must stay switched off and locked in the school-provided pouch all day.

### **3. Why is Park using pouches rather than lockers?**

Our trials last term identified that for many students, handing their phone into a locker each day and not having it with them created some anxiety and meant they were worried about it. The phone pouches mean students can keep their phones on them all day, they just can't look at them during school hours.

## **About the Pouches**

### **4. What are phone pouches?**

Phone pouches are small lockable cases provided by the school. Each student places their phone inside the pouch at the start of the school day and locks it. The pouch stays with them all day but cannot be opened until dismissal time in their tutor base. This ensures phones are kept safe while remaining inaccessible during lessons.



### **5. How does my child get their phone out of the pouch?**

At the end of the school day, students unlock their pouch in their tutor base using a special unlocking device provided by the school. Phones cannot be removed during the day.

## **6. What is my child is unable to get to their tutor base in an exceptional circumstance?**

There are phone unlocking stations in the school restaurant and in outside areas for students to use outside of school hours. These will be unlocked before school every day and unlocked after 3pm.

## **7. What if my child needs to access their mobile phone in an emergency?**

All tutors and senior staff have unlocking stations for the phone pouches. There is also one available at reception. They will only be opened during the school day in an emergency.

## **8. What happens if my child forgets their pouch?**

They will be given a Community Duty by their tutor and must hand their phone into reception until the end of the day.

## **9. What if the pouch is lost or broken?**

Parents/carers will need to purchase a replacement from school reception.



### **INSERT**

Insert your phone into the pouch



### **LOCK**

Press the pin into the hole to lock closed



### **UNLOCK**

Unlock by placing the locking mechanism near the magnetic base

## **Daily Use and Rules**

## **10. What happens to phones during the school day?**

Every morning at line-up, students place their phone in the pouch and lock it. They keep the pouch with them but cannot open it until the end of the day in their tutor base.

## **11. What if my child tries to use their phone during the day?**

Phones may not be removed or used. If a student does, the phone will be put on the child's pouch or reception and a one-hour detention will be set.



**12. How will the school help students manage the challenges they may face with not checking their phones throughout the day?**

As a whole school we will be talking about the benefits of switching off as well as the challenges and supporting each other with these. This will include assemblies, SMSC sessions and individual conversations and support.

**13. How can I support my child if they are worried?**

You know your child best, but in general the best way to support your child is to acknowledge they may find it difficult and discuss strategies they can use to help them manage this. Everyone else will be doing it so this will make it easier to talk about in school.

Reassure your child that if you need to contact them you will do this through school rather than messaging them in the day, so they do not need to worry about missing a call.

**Contact and Communication**

**14. How can I contact my child in an emergency?**

Please call the school's reception, and we will pass the message to your child. Students cannot access their phones during the school day. There will also be a special email address set up for important messages during the day. This will be monitored every hour and messages passed directly to students.

**15. What if my child needs to contact me during the school day?**

They can go to any member of staff, who will allow them to call you from a school phone.

**Other Questions**

**16. Are there any exceptions to the rules?**

Yes. For example, students with medical needs (such as using a phone to monitor diabetes) are allowed to use them. Other exceptions can be requested in writing to the Headteacher and Head of School.

**17. Can students use their phones on school trips?**

It will depend on the trip and the decision of the trip leader. Parents will be informed in advance if phones are permitted.

***We will update the FAQs as further questions arise.***