

8th June 2026

Dear Parents and Carers

As the date for introducing our phone-free school approaches, I am writing to provide a brief reminder of the key information.

Why is Cansfield making this change?

This change has been introduced following national guidance for all schools from the Department for Education, alongside feedback from parents, students, staff and governors.

Students will still be able to bring phones for travel; however, they will not have access to them during the school day.

Entry to school

On arrival:

- Students will turn off their phone and show this to staff
- Phones (and earbuds) will be placed in the pouch
- The pouch will be securely locked
- The pouch will be stored in the student's bag (it is essential that student bring a bag to school)

Staff will carry out checks to ensure consistency across the school.

Exit from school

Unlocking stations are available at school exits so students can unlock their pouches as they leave.

To support a smooth rollout, there will be a **temporary staggered exit (22–26 June)**:

- Year 7 – 3.00pm
- Year 8 – 3.05pm
- Year 9 – 3.10pm
- Year 10 – 3.15pm

Key dates: Year 10

- Pouch Hand Out: 15 June
- Launch: 16 June

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Key Dates: Year 9

- Pouch Hand Out: 16 June
- Launch: 17 June

Key Dates: Year 8

- Pouch Hand Out: 17 June
- Launch: 18 June

Key Dates: Year 7

- Pouch Hand Out 19 June
- Launch: 22 June

Reminders for all

- Phones must remain locked in pouches for the entire school day, including social times and after-school activities
- Students must bring their pouch to school every day
- The system applies to all students to ensure fairness and consistency

If a student forgets their pouch

- Students will enter by the bottom gate
- The phone will be securely stored by the school for the day
- It will be returned at the end of the day via a supervised process

If a student doesn't bring a phone to school

This is absolutely fine. Students will still follow standard entry procedures.

If a student arrives late or has to leave early

Students will follow the same procedures via Student Services, where support and unlocking equipment will be available.

The updated 'Mobile Phones in School' policy is now on the website. We understand that this is a significant change, and we appreciate your support as we introduce this important development to further strengthen our learning environment.

Yours faithfully



Mrs N Daniels
Headteacher