



Dear Parents/Guardians/Students,

I hope you all had an enjoyable and peaceful Easter break
I wish to remind you of the following before return to school next Monday

I would like each parent/guardian/student to read the information below carefully. I would ask that all parents/guardians to read this letter carefully with your son/daughter before they return to school.

Mobile Phones.

Mobile phones are not allowed and are not to be used in the school. This includes in class, outside of class and break-times. If a phone is **confiscated** by a teacher, the phone will be given by the teacher to the deputy principal or principal for the duration of the school day. The student can collect the phone at 3.55 from the deputy principal/principal. The student may also be issued a **detention** for a mobile phone breach. Students will be given a form to be signed by parent /Guardian to return to the school.

If a student refuses to hand over a phone to a teacher when asked, this is defiance according to the school code of conduct and can result in a **suspension**.

Uploading of pictures, videos, Snapchat, TikToc,WhatsApp, Instagram,videos etc of other students and/or staff is strictly not permitted.

Please be aware that a mobile phone breach is a breach of the school code of conduct and potentially child protection guidelines. Everyone has a right to privacy and everyone has a right to not feel violated on social media. For this reason we will be adopting a strict policy towards mobile phone usage in school.

Students signing in/out.

Students must attend all scheduled classes. Student may not leave school without a proper reason such as a medical appointment.

Students signing in and signing out during the school day must do so with a deputy principal/principal so it can be monitored. A note in the diary is preferable to the school app for known absences.

Note: We will be making randomly selected inspection calls home to parents/guardians to ensure that notes received explaining a student's absence are validated and approved by the parent/guardian.

School Uniform.

Students not presenting in full uniform will be sent to the deputy principal/ principal at/before the 9am class. Students should be in full uniform at all times.

Corridors

Please continue to follow the one way systems.

Toilets.

Students are advised to use toilets between classes or during break times. Teachers have been recording students leaving class and documenting the time the student left and returned to class. This will continue. Contact will be made with parents/guardians of students repeatedly leaving class and a profile of the dates and times will be presented to the parent/guardian.

Smoking/Vaping.

Vaping devices are not permitted on school grounds.
Students found Vaping/smoking will be issued with a Suspension.

Kind regards,
Michael O'Sullivan
Principal