



28 September 2026

Dear Parents and Carers

Subject: Official Launch of the Mobile Phone Pouch System – Tuesday 29th September

I am writing to inform you that our new mobile phone pouch system will officially come into operation upon arrival on Tuesday 29th September. As outlined in our previous communications, this policy is designed to foster a distraction-free learning environment, support student well-being, and ensure a prompt, efficient start to the school day.

How the System Works

Every student has been issued a personal phone pouch, which remains their property and forms a mandatory item of their daily school equipment and uniform expectations. Student had time in tutors this afternoon to practice using them.

- **Morning Arrival:** On entering the school site via the Training Suite single point of entry, students must present their open pouch to greeting staff. They will place their phone inside, lock the pouch in front of staff, and store it safely in their school bag throughout the day.
- **Afternoon Dismissal:** At the end of the day, students will unlock their pouches using magnetic unlocking stations located outside the front of the school (positioned along the reception fence, the Training Suite wall, and the grass area near the nursery) as they exit. To ensure a smooth and orderly process at the unlocking stations today, students were dismissed in staggered year-group slots (Year 7 at 3:05 pm, Year 8 at 3:10 pm, and Years 9–11 at 3:15 pm). From tomorrow, all students will be dismissed at the normal time of 3:15pm.

Daily Equipment Expectations

Carrying the phone pouch to school every day is compulsory for all students, including those who do not bring a mobile phone to school or whose device is currently confiscated.

- If a student fails to bring their pouch to school, an after-school detention will be issued, with further pastoral steps applied for persistent non-compliance.



- If for whatever reason a individual student does not have a school bag for the pouch to be placed and locked, the pouch will be put in student services for the day. This will not add to the accumulative confiscation process set out below.

Supportive Compliance & Consequences

Our primary goal is to work collaboratively with families to ensure a smooth transition. To maintain consistency and fairness across the school community, the following structured steps apply if a mobile phone is accessed without authorisation or if the pouch system is bypassed:

- **First Occasion:** The device will be confiscated, recorded on Class Charts, and returned to the student at the end of the school day, with contact made to parents.
- **Second Occasion:** The device will be confiscated for a full week. A meeting with parents/carers will be required at the end of the week to return the phone.
- **Third Occasion:** A formal meeting with parents/carers will take place, alongside a half-term confiscation period, with the phone returned directly to parents on the final day. *(Please note that any existing confiscation records carry forward under this updated policy).*

We greatly appreciate your partnership and support as we embed this system to ensure Maiden Erlegh Chiltern Edge remains a focused, safe, and welcoming environment for all students. Should you have any questions regarding these routines, please do not hesitate to reach out to your child's Head of Year.

Yours sincerely



Roddy Clark
Assistant Headteacher

