



Equipment and Valuables policy

Last Reviewed September 2014

Students are responsible for providing themselves with the basic equipment needed for school.

May we suggest the following as the minimum; pen, pencil, rubber, ruler, coloured pencils (not felt-tip pens), a notebook (of a sufficient size to complete rough work). A dictionary, calculator and mathematical instruments would also be useful.

Students have to carry their books, kit and other equipment around with them so we suggest they have a strong and roomy bag.

Normally students should not bring valuable items into school. If this does prove necessary then they should leave the item with a teacher for safe keeping until needed.

Mobile phones are allowed in school - subject to these three criteria:

- We ask students not to bring valuable articles to school, as we cannot accept responsibility for anything that is lost, stolen or damaged. This includes excessive amounts of money (£5+), gold jewellery, i-Pods, MP3 players and mobile phones.
- If students do bring mobile phones, i-Pods and similar equipment into school, including ear phones, they should not be visible or in use in classrooms or on corridors at any time. Any such items seen during the school day will be removed and stored securely in reception to be collected at the end of the day. A repeat occurrence will require collection by a parent or carer.
- Bringing a phone into school is a privilege. Repeated misuse of a mobile phone in school will result in the loss of this privilege. Such misuse includes using social media to insult, intimidate and spread rumours, all of which detract from our focus on learning.

Identifying a pupil

Please may we ask you to mark all your child's clothing and equipment clearly with their name this makes it much easier to return lost property.