

PRINCIPAL: LUCIE LAKIN

CARR MANOR ROAD, LEEDS, LS17 5DJ / (0113) 3368400 / www.carrmanor.org.uk / info@carrmanor.org.uk

28th August 2026

Dear Families,

I hope you and your family have enjoyed a restful summer break.

As we prepare to welcome pupils back for the new academic year, I am writing to thank you for your support following our communication in July regarding the introduction of a **phone-free school day from 1st September 2026**.

Over recent months, we have spoken with pupils, staff and families about this development. The response has been thoughtful and constructive, and we are grateful for the partnership that exists between home and school as we implement this important change together.

As a reminder, pupils may continue to bring a mobile phone to school if families feel it is necessary for travel to and from school. However, phones must remain **switched off and out of sight for the duration of the school day (8.25am - 3.00pm)**, including during social times and between lessons. Earphones, earbuds, smart glasses, fitness trackers and smart watches should also not be used during the school day.

Our decision to create a phone-free environment follows new statutory guidance and is grounded in our commitment to providing the very best conditions for learning, wellbeing and positive relationships. We want our pupils to be fully present in their classrooms, engaged in conversation with their peers, participating in the many opportunities available to them and developing healthy habits around technology use.

In a world where many adults are increasingly reflecting on their own relationship with technology, we believe schools have an important role in creating spaces where young people can focus, connect with one another and experience periods of the day free from digital distraction. By creating a phone-free environment, we are intentionally protecting time and space for learning, conversation, friendship and personal growth.

Importantly, our approach remains aligned with Carr Manor's '**Choose to; Want to**' philosophy. This is not simply about restricting access to devices, it is about helping young people develop the awareness, self-regulation and judgement needed to thrive in an increasingly connected world. We will continue to educate pupils about the opportunities and challenges of technology and social media, ensuring they are equipped to make informed and responsible choices beyond the school gates.

We appreciate that families may have questions about communication during the school day. Please be assured that, as always, if you need to contact your child urgently, or if your child needs to contact home, this can be facilitated through our pastoral teams or the school office. I enclose an FAQ sheet to support with any initial queries you may have.



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Previously, we have run family workshops to support parents and carers learning more about how to set parental locks on technology, manage access to the internet and enable their child to develop healthy, safe habits with technology. We will be running an additional series of these workshops in the autumn term, and I encourage all families to access one of the opportunities. They will support families in working with both the school and their child effectively and safely in an ever-changing digital world.

We are excited about the opportunities the new academic year will bring and look forward to continuing to work together to ensure Carr Manor remains a community where every child can thrive academically, socially and emotionally.

Thank you for your continued support.

Yours faithfully,

Lucie Lakin
Principal



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PHONE-FREE SCHOOL DAY: FREQUENTLY ASKED QUESTIONS

When does the new approach begin?

The phone-free school day will begin on **Tuesday 1st September 2026**.

Can my child still bring a mobile phone to school?

Yes. We recognise that many pupils travel independently or use their phone before and after school. Pupils may bring a phone to school, but it must be switched off and kept out of sight for the school day.

Where should my child keep their phone?

Pupils should keep their phone switched off and securely stored in their bag throughout the school day.

What does "phone-free" mean?

Mobile phones must not be seen, heard or used anywhere on the school site during the school day. This includes lessons, corridors, breaktimes and lunchtimes.

Does this only refer to the secondary phase?

No; this is a through-school approach. However, our primary phase pupils are already in routines of handing in phones and learning in a phone-free environment.

Are smartwatches and earphones included?

Yes. Smartwatches, earphones and earbuds should not be used during the school day. They should be switched off or placed out of sight in the same way as mobile phones.

What if I need to contact my child urgently?

If you need to contact your child during the school day, please telephone the school office. Messages will be passed on promptly where appropriate.

What if my child needs to contact home?

If a pupil needs to contact home during the school day, this can be arranged through their pastoral team or the school office.

What happens if a pupil uses their phone?

If a pupil is struggling to manage their access to their phone during the school day, staff will implement a number of supportive measures. This may include confiscation of the phone, contact with families, meetings with families, or daily removal of a phone.

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What if my child forgets to switch their phone off?

We understand that mistakes happen. Staff will respond proportionately while helping pupils understand and meet the school's expectations.

Will there be exceptions?

Appropriate arrangements will be made for pupils who require access to technology for medical or other exceptional reasons. These arrangements will be agreed on an individual basis.

How will pupils learn about online safety without using phones?

Digital literacy remains an important part of our curriculum. Pupils will continue to learn about online safety, responsible technology use, digital communication, social media and digital wellbeing through planned lessons and wider school activities.

Will pupils have enough to do at break and lunchtime?

Yes. We offer a wide range of clubs, sports, creative activities, leadership opportunities and enrichment. We will continue to work with pupils to develop these opportunities and ensure social times are enjoyable, active and inclusive.

How can families support this change?

Families can help by encouraging their child to switch their phone off before entering school, discussing healthy digital habits at home and supporting the school's expectations. Working together gives young people the best opportunity to develop positive, lifelong habits around technology.

Will pupils be able to use their phones at flexible learning clubs and on residential/trips?

It is important that pupils are fully engaged with learning experiences in and out of the school day. We recognise that children may need to contact home regarding pick-up times/arrival times etc. after a club or trip and will manage this need sensibly and flexibly.

Who is responsible for mobile phones when they are on site?

The school accepts no liability for any mobile phones, earphones, watches or other electronic devices when they are on site, including if they have been temporarily removed from a pupil. Please do not provide your child with expensive technology. We would encourage the use of non-smartphones as a method of communication when travelling if you choose to still allow your child to have a device stored safely away in their bag.