



St Martin's School

Be the best you can be

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Dear Parents and Carers

Re: Phone Pouches

Following on from last term's communications, we are pleased to be launching the Phone Pouch system on Monday 1 June. This week, pupils in Years 7–10 attended an assembly explaining how the system will work on a daily basis and how it will support a calm, focused, and positive learning environment across the school.

To support your child, please find below the key information:

- When pupils arrive at school, they must place their phone and smartwatch into their pouch before crossing the red line painted at the entry points, and lock the pouch.
- This expectation also applies to pupils attending morning clubs.
- Your child will keep their phone pouch with them throughout the school day.
- When pupils leave the site at the end of the day and cross back over the red line, they will be able to use the unlocking stations to open their pouch.
- If pupils need to contact home during the day, they should speak to their Deputy Head of Year.
- Pupils should write their name on their pouch.
- If a pupil forgets their pouch, they must hand their phone and smartwatch to their Head of Year during line-up.
- If pupils are attending an off-site PE fixture, their teacher will unlock the pouch using a handheld magnet.

On the first day back after half term, pupils will have an extended form time until 9:00am to allow time for pouches to be distributed and for a brief reminder of the routines and expectations.

Each day will begin with the usual line-up in form groups. Pupils will be asked to have their pouch and pencil case ready for an equipment check before moving to their form room.

Please also ensure that your child comes to school each day with a fully equipped pencil case, including pens, pencils, a ruler, and any other essential equipment needed for learning.

For the first week only, year groups will be dismissed from lessons at the following times to allow pupils to become familiar with the unlocking stations:

- Year 7 and 8: 14:55
- Year 9 and 10: 15:00

Staff will be available throughout the week to support pupils with using and unlocking their pouches where needed.



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Chief Executive Officer: Mr R Duff
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We are confident that this system will help to minimise distractions, encourage positive social interaction, and support pupils in remaining fully engaged in their learning throughout the school day. Many pupils have already responded positively during assemblies, and we appreciate your support as we introduce this new routine.

The pouch is considered an essential part of school equipment, and a minus point on Satchel will be issued if it is forgotten.

If pupils need to leave early for an appointment, they will be able to unlock their phone pouch at one of the designated magnet areas outside the school.

Pupils have also been reminded that if they have not purchased a phone pouch, they must not bring a phone or smartwatch onto the school site. Any pupil who does not comply with these expectations will be sanctioned in line with the school behaviour policy.

Thank you for your continued support and partnership as we introduce this new system. We are looking forward to the positive impact it will have across the school community.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Tatman'.

Mrs G Tatman
Deputy Headteacher
Behaviour Attitude & DSL