

## NO PHONE POLICY

### PURPOSE

To create an environment conducive to learning by minimising distractions and to protect the mental health of our students during adolescence.

### POLICY SCOPE

This policy applies to all students during school hours and school-related activities.

### GUIDELINES

No cellphones are allowed on campus. Unauthorised phone usage at any time is strictly prohibited.

### EXEMPTION:

Students who live in two homes are permitted to hand their phones in at reception on their arrival at school on days where they are changing homes.

### CONSEQUENCES OF VIOLATIONS

- A. **First Offense:** The phone will be confiscated and returned to the student at the end of the school day. The incident will be recorded, and parents will be notified.
- B. **Second Offense:** The phone will be confiscated for 24 hours, and a meeting will be scheduled with the student's parents to discuss the violation.
- C. **Subsequent Offenses:** Repeated violations will result in confiscation of the phone for a longer period and may include additional disciplinary action, such as suspension, depending on the severity of the behaviour.

**EMERGENCY USE**

In case of an emergency, students may request permission from a teacher or school administrator to use the school phone. Similarly, parents who need to contact their children during school hours should do so through the school's administrative office.

**MONITORING AND REVIEW**

This policy will be reviewed annually to assess its effectiveness and to make adjustments as needed to reflect changes in technology or school requirements.

**IMPLEMENTATION DATE**

This policy will be effective starting 01 January 2024.