

36. MOBILE PHONE POLICY

Purpose

This policy aims to set clear guidelines for students, staff and whānau regarding the possession and use of mobile phones at James Hargest College. This procedure is intended to allow students to feel secure at school, interact positively with their peers in a face to face manner, to enable staff to teach without the distraction mobile phones bring to the learning environment and to meet legislative requirements.

Process following confiscation

The use of mobile phones during school hours is not permitted at JHC. This includes between classes, intervals and lunchtime. At the Junior Campus phones must be switched off and handed to the classroom teacher. At the Senior Campus phones must be switched off and in a bag. The phone must not be visible, in pockets or on the student and cannot be used.

If students are found to be using their phone during school hours, the phone will be confiscated by staff for the remainder of the day. If it is a first offence the phone can be collected from the main office (Junior Campus) or student admin (Senior Campus) at the conclusion of that school day. If the phone is confiscated on a second occasion or greater the school procedure will be followed.

Defiance or repeated offences will result in additional consequences in line with our JHC pastoral process. Whānau will be contacted and asked to come in to help to resolve any ongoing issues.

Air pods and headphones will not be allowed during school hours unless connected to a laptop and used for educational purposes.

The school does not accept responsibility for loss or damage of mobile phones at school.

Exemptions

In certain circumstances SLT may permit the use of mobile phones. Examples may include: students with a medical condition which requires cellular monitoring, some excursions and camps. Exemptions must be applied for to the Associate Principal of either Campus and phone use is not permitted until that consent is granted.

Where a student has been granted an exemption, they must use their mobile phone for the purpose for which the exemption was granted and in a safe, ethical and responsible manner.

Occasional Requirement for classroom use

In specific situations, staff may permit the use of mobile phones. Examples may include: Specific learning activities in the classroom, some excursions and camps.

In all of these exceptions, the exception must be approved by SLT. If approval is granted, the teacher needs to email home letting whānau know the task and time period where phones will be required.

Education outside of the classroom falls under school rules and any variation is at the discretion of the Teacher in Charge.

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