



English Language Private School

Mobile Phone Usage Policy

1. General Rule

Students are not allowed to bring mobile phones to school. The school encourages students to focus on their academic and personal development without distractions from mobile devices.

2. Submission of Mobile Phones

If a student brings a mobile phone to school, it must be submitted securely to the respective Head of Section (HOS) at the beginning of the school day. The device will be returned at the end of the school day.

3. Device Days

In the event of a designated Device Day, the relevant teacher will send prior notification to both students and parents, specifying the purpose and guidelines for mobile phone use during school hours.

4. Prohibited Use

- The use of social media during school hours is strictly prohibited.
- Any unauthorized use of mobile phones without supervision is not permitted.
- Students are not allowed to use mobile phones for any activity that is not approved by the school.

5. Policy Violations and Consequences

Any student found violating the mobile phone usage policy will be subject to disciplinary action, which may include but is not limited to:

- Confiscation of the mobile phone for a specified period.
- Parental notification and required meeting with school authorities.
- Additional disciplinary measures as deemed appropriate by the school administration.

Additionally, students using another student's mobile phone without permission or misusing devices in any manner will face strict consequences in accordance with the school's disciplinary framework.



6. Instances of Violations

A violation is recorded when a student is found using a mobile phone in any of the following instances:

- Without the presence or supervision of a teacher.
- During a lesson.
- During school hours, including break times and transitions between classes.
- Using another student's mobile phone without permission.
- Engaging in unauthorized activities, such as social media browsing or messaging.
- Recording videos or taking photos without consent.

7. Levels of Violation and Consequences

- **First Instance:** The mobile phone will be confiscated for one week, and parents will be notified.
- **Second Instance:** The mobile phone will be confiscated for one month, and a meeting with the parents will be required.
- **Third Instance:** The mobile phone will be confiscated for one term, and the student may face additional disciplinary actions.
- **Fourth Instance and Beyond:** The mobile phone will be confiscated for the entire academic year, and further disciplinary actions may be taken at the discretion of the school administration.