



Aquinas College

183 Pyes Pa Road, RD3, Tauranga 3173, NZ

OPERATIONAL POLICY

Mobile Phone Use

Latest Revision	March 2020
Reviewer	Principal
Next Revision	February 2022
Associated Governance Policies	5.7 Cyber Safety 5.10 Student Behaviour Management

INTRODUCTION

This policy ensures that the learning of students is maximised while minimising any potential for distraction.
NB: Students are not required to bring mobile phones to school.

PROCEDURE

- If students choose to bring a mobile phone, it must be switched off and in their school bag during lessons. In Science and practical Technology lessons where bags are placed in cubby holes outside the classrooms, students can choose to leave their phone in their bag or deposit them in the 'mobile phone box' in the classroom at the start of the lesson.*
- Removing the mobile phone from our person ensures that it is not a distraction to students or teachers during classes.*
- At the discretion of the teacher, students may be allowed to access their phone for a defined timeframe to enhance the learning. Examples of use include, but are not limited to using the camera, undertaking a Kahoot, using other functions such as the stopwatch or calculator.*
- If students fail to comply with this policy, the following consequences shall apply:*
 - First offence:*
 - The mobile phone will be confiscated if the student does not follow the above rule, in which case the phone will be sent to the office. The student can pick it up at the end of that day. Their Dean will be notified.*
 - Second Offence*
 - A second offence will lead to parents needing to come into the College to collect the phone from their child's Dean.*
 - Third Offence*
 - A third offence will lead to parents and the student needing to meet with the Assistant Principal responsible for Pastoral Care to collect the phone and discuss next steps.*
- If a student refuses to hand over their phone, the Assistant Principal responsible for Pastoral Care will remove the student and organise a meeting with parents immediately.*

RESPONSIBILITY FOR MOBILE PHONES

Please note, if students do decide to bring a mobile phone to the College, they do so at their own risk. Aquinas College is not responsible for any loss or damage caused to any mobile phone.