

# MOBILE PHONE POLICY

## At Cornerstone Christian School

### STUDENTS WILL HAVE A '3-WARNING' SYSTEM AS FOLLOWS

#### PURPOSE

The purpose of this policy is to comply with Government requirements and establish clear guidelines for students, staff, and parents regarding the possession and use of mobile phones at Cornerstone Christian School. This policy aims to foster a secure learning environment, promote positive face-to-face interactions among students, and allow staff to teach without the distractions posed by mobile phones.

#### GUIDELINES & PROCEDURES

The use of mobile phones by students during school hours (8:50 am - 3:00 pm) is strictly prohibited at Cornerstone Christian School. This includes the time between classes, interval, and lunchtime. Mobile phones must be turned off and stored in a bag, remaining out of sight and not in use. The use of AirPods and headphones during school hours is also prohibited unless they are connected to a laptop and the Teacher has given permission - in each specific circumstance.

If students are found using their phones during school hours, the device will be confiscated by staff for the remainder of the day and can be retrieved from the main reception at 3:00 pm.

Parents/caregivers who need to contact their child in an emergency situation during the day can do so by calling the front office. In cases where students need to urgently contact their parents, they may use the landline at the front office.



#### WARNING ONE

If a student is found with their phone out between 8:50 am - 3:00 pm, **they are required to surrender it to a staff member.** The phone will be securely stored at the main reception until 3:00 pm, and the teacher who confiscated the phone will enter a behaviour note on KAMAR. **Parents will be notified via an email from the Attendance Officer that this is Warning One.** The student can retrieve their phone at 3:00 pm from student reception.

#### WARNING TWO

Further to the consequences of Warning 1, a second entry will be made in KAMAR by the teacher confiscating the phone and the student will be given a disciplinary consequence such as a Detention by the AP. **Parents will be notified via an email from the Attendance Officer that this is now Warning Two.** The student can retrieve their phone at 3:00 pm from the student reception.

#### WARNING THREE

Further to the consequences of Warnings 1 and 2, students can no longer collect their phone themselves at 3pm. **Parents will be required to come to the school to collect their child's phone the first chance they get, which may be several days later. This must be before the office closes at 4pm. Parents will also need to meet with the AP.** The purpose of the meeting will be to develop a formal agreement regarding the student's mobile phone possession at school. Following the meeting, the formal agreement will be strictly followed. Any further breaches will be referred to the DP and Principal.