



مدرسة جيمس متروبول الواحة  
GEMS Metropole School  
AL WAHA

# POLICY

## MOBILE PHONE

Approved by:	Jeremy Hallum (Principal)
Last reviewed on:	August 2023
Next review due by:	August 2026

### MISSION

Lead, nurture and succeed.

### VISION

A sustainable and inclusive community hub, nurturing future leaders.

*Nurturing*  
**LEADERSHIP**



This policy is applied at MTW alongside our school's vision, mission and values. Alongside the principles of High Performance Learning; VAA and A.C.P. characteristics.

GEMS Metropole School Al Waha, recognises that practices around the use of mobile phones and other devices are changing, and students are allowed to bring mobile phones into school for the express purposes of educational use, or for safety, security and emergency use when in transit to or from school.

1. All mobile phones are brought to school at the student's own risk. The school accepts no responsibility for loss or damage whilst on school grounds or on school sponsored trips.
2. Students are required to switch off their devices as they enter the school gates each morning and keep them switched off and in their bags until the end of the school day at 3pm. ***If a mobile phone is visible and/or in your pocket, it will be confiscated.***
3. Phones **must be switched off** (not just silenced) **and in their bags at all times**. Any phone which rings, vibrates or is seen throughout the day will be confiscated. This will be given to Head of Year / Key Stage Leader for collection by the student at the end of the second day in the first instance.
4. Students seen using their mobile phone during the school day without permission from a teacher will have the phone confiscated. ***This will be returned to the student the following school day at the end of the day*** by the Head of Year / Phase Leader. It will be locked overnight in the Head of Year / Phase Leader office.
5. Students who repeat the offence will have their phone confiscated again. This time the phone will ***only be made available*** for collection for ***when parents arrange a meeting to come and collect it.*** The student will also receive a C1 demerit with appropriate consequences.
6. A third offence will mean the loss of the privilege of being able to bring a mobile phone to school. A meeting will be held with parents to discuss future conduct and the mobile phone returned to parents at that point.
7. Students should never use the mobile inside the school building **even after 3pm**. If students wish to use mobile phones on the school premises, **after 3 pm**, they must do so in the designated areas; the MUGA or the astro turf.
8. Parents must not contact students directly on their mobile phone between the time they enter the school gates in the morning and 3pm. In the event of an emergency, parents must contact reception who will then contact the student. If students need to pass an emergency message to parents, they will be allowed to do so from reception or from the Head of Key Stage's office.
9. Any transmission deemed vulgar, obscene, derogatory or defamatory, sent via SMS, Instagram, Skype, WhatsApp, SnapChat, Facebook, Twitter or other electronic means, will result in confiscation and a loss of mobile phone privileges completely. Such behaviour will also be dealt with via the MTW Behaviour for Learning Policy, Acceptable Use Policy and BYOD Policy. Repeated offenses may result in fixed exclusion, permanent exclusion or blocking re-enrolment.
10. School or any member of staff is not responsible in any way, shape or form for any communication or post on social media conducted through a child's mobile device during school hours or home time.
11. All students must abide by all school policies involving the use of mobile phones and digital devices and UAE Law.



## Monitoring and review

This policy is monitored by MTW Senior Leaders and will be reviewed every three years or earlier if necessary.

