



Cell Phone/Device-free Policy

PURPOSE:

To promote a focused and positive learning environment by minimising distractions and ensuring the appropriate use of technology during school hours.

POLICY STATEMENT

- Students are prohibited from using or accessing mobile phones or other personal digital devices (including but not limited to, speakers, smart watches, headphones, earbuds, and any other cell phone/device accessories) during school hours, including class time, breaks and lunchtimes, unless explicitly permitted by a teacher for educational purposes.
- This policy applies to all students while on school grounds or participating in school-related activities, including field trips and school events.
- Students are expected to store their devices in a designated area (e.g. locker, bag) during school hours.

EXEMPTIONS

Health reasons:

Students with medical conditions requiring the use of a phone for monitoring or communication (e.g. diabetes, medication reminders) may be granted an exemption, requiring parental consent and a medical certificate.

Learning Support Needs:

Students with disabilities or learning support needs may be granted an exemption, requiring a registered teacher's determination that the phone is necessary for a specific educational task or purpose.

Special Circumstances:

The principal may grant exemptions based on special circumstances, such as a student being a teenage parent, or a student living in a situation where they need to be easily contacted by family.

Te Kauwhata College

PROCEDURES AND CONSEQUENCES

Confiscation:

If a student is seen using or accessing a phone or device during school hours without an approved exemption, the device will be confiscated.

First Offence:

The cell phone/device will be held in the Student Centre and returned to the student at the end of the school day (3pm).

Second Offence:

The student will receive a Dean's detention, and parent/caregivers will be contacted and required to pick up the cell phone/device from the Student Centre.

Third or subsequent Offence:

The matter will be deemed to be an ongoing behavioural issue, and we will follow relevant disciplinary procedures.

Digital Misuse:

Students using mobile phones or other electronic devices in a way that disrupts the learning environment, whether inside or outside the classroom, or infringes on others' rights, will face serious consequences. This includes using devices in breach of the Assessment Policy, breaking school rules, harassing or bullying others, taking photos or videos without permission, or using devices for illegal activities. Disciplinary actions may include suspension or expulsion, and in some cases, the New Zealand Police may be notified.

Te Kauwhata College is not responsible for the loss or damage of any mobile phones or devices on school grounds.

OUR COMMITMENT AND OBLIGATION

We will show our commitment to this policy by:

- Sharing information about the policy in enrolment details, school newsletters, and displaying it in key areas of the school (either through the policy itself or related signs).
- Including this policy in our induction for new staff.
- Ensuring that all school activities outside the school are phone/device-free, unless stated otherwise.
- Helping our students use technology responsibly.
- Following clear procedures when handling cases of technology misuse.

Reviewed: April 2025	Next Review: April 2027
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