

Dear Parents,

Use of Mobile Phones by Students

It has been noticed that an increased number of students are bringing mobile phones into school.

We do understand that this is often necessary as students travel to and from school with drivers and need to be able to contact either their parents or the drivers. However, please note the following:

- 1) Mobile phones are brought to school at own risk. The school will not be responsible for any damage or loss.
- 2) Mobile phones have to be kept **in the school bag** – switched off during school hours. (If there is a change in transport arrangements, the PPS reception can be contacted.)
- 3) Students are not allowed to use mobile phones during break times.
- 4) Mobile phones can only be used **before** school starts and after 13:30.
- 5) Should a teacher hear a mobile phone **ring during class time**, the teacher may **confiscate** the phone (one warning will be issued, after a repeat incident phone will be confiscated).
- 6) Should a student use his/her mobile phone **during** the school hours, the mobile will be **confiscated** by the teacher.
- 7) Should a student use his/her phone inappropriately (even outside official school hours or outside of school premises), where the school or school students are portrayed in negative light, the phone will be confiscated by the teacher and the student may be excluded for up to 3 days or permanently excluded from the school and will be asked to leave immediately.
- 8) **Once a mobile phone is confiscated, parents will be required to come to school to collect the phone from the Principal.**

Your cooperation in this regard is appreciated.

Kind regards,

School Management

Updated as of August 2020