



STEDIN COLLEGE AND PRIMARY SCHOOL

CELL PHONE POLICY

Stedin College and Primary is a cell phone-free school.

- Cell phones may not be used during school hours (7:15am to 16:00pm).
 - Cell phones are NOT PERMITTED in the classroom.
 - Any calls that need to be made must be made from the phone in the Front Office.
 - No cell phone will be returned for use in any lesson during the day. Learners must plan another source for the music or images that are needed for projects / dances etc.
 - Any member of staff, whether a teacher, an office administrator, estate manager, marketing manager or support staff can confiscate a cell phone.
 - If a learner is found to have their phone on them in class time, the phone will be confiscated and kept in the school office. The phone may only be returned to the learner's parent or guardian or at the end of the school term.
 - Should the phone be confiscated a second time, it will be held in the school office until the last day of the next term.
 - Learners found listening to offensive music or viewing any immoral images on any digital device including their cell phone face serious disciplinary action that may result in suspension. Staff and management are permitted to check phones at any time if they are being used on the school premises.
 - Stedin college and Primary School accepts no responsibility for the loss or damage of cellular phones handed in at the office.
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Primary School Learners (Grade R-7)

- Cell phones must be handed in at the office before the first bell of the school day and are strictly NOT PERMITTED in the classroom.
- Cell phones may not be used on school property to message, listen to music or view images. All cell phones must be off.
- If a learner is seen using a cell phone before, during or after school, except if contacting a parent in an emergency once the school office is closed, the following will apply. It will also apply if the learner has a phone on them during the day, even if not in use.
 - a. The phone will be confiscated and brought to the school office immediately.
 - b. The learner's parent will have to fetch the phone from the school office in person.
 - c. If the phone is brought to school again and is confiscated, it may be held in the school office until the last day of that term.
- No MP3 players or Ipods are allowed to be brought to school. The repercussions for doing so will be the same as for using cell phones before or during school.
- No cell phones will be returned during the school day for any reason unless the learner is going home ill. Any calls that need to be made must be made from the phone in the Front Office.
- No cell phone will be returned for use in any lesson during the day even for projects/dances etc. Learners must plan another source for the music or images that are needed.
- Stedin College and Primary School accepts no responsibility for the loss or damage of cellular phones handed in at the office.

The purpose of this policy is to ensure:

- the safety and security of all learners
- to prevent the theft of cell phones from learners' bags or clothing
- the prevention of cyberbullying and the limitation thereof
- the prevention of accessing pornographic or other offensive material

- the relaying of messages on social media which can be disruptive or misleading to parents and other learners.
- that learners can develop healthy human relationships with peers and adults alike.
- that learners have the opportunity to be involved in organised school activities and events without the interference of electronic devices.
- that cell phones are not used to cheat during tests and examinations.

The school will not, in principle, under any circumstances engage parents in discussions resulting from complaints parents have received from their children by cell phone during the school day. Learners may not contact their parents during the school day by using a cell phone.