

MOBILE PHONES AND OTHER DIGITAL DEVICES POLICY

1.0 Objectives

The objective of this document is to describe the guideline of using mobile phones & other digital devices.

2.0 Scope

This process applies to GIIS Dubai.

3.0 Policies

Responsibility of the Student

The school does not allow students to carry or use hand phones or any digital devices within the school premises without prior permission. In case of emergency, if a parent needs to communicate with his/her ward during school hours, they can call the school reception.

Responsibility of the Management

- The teacher will clearly state equipment/devices permitted in school.
- The teacher will regularly remind students about safe-keeping of their personal items
- The class teacher/coordinator will check periodically for any equipment that is not permitted in school.
- Any behaviour that interferes with the primary objectives of the policy will be considered as infringement of the school policy

School Digital Devices usage:

The school believes in the power of digital devices as learning tools. Students shall be using Desktop Computers, Microphones, Headsets, 3D kits, VR Kits and I-Pads as a part of the learning process. Students are expected to use these devices responsibly and avoid any willful damage to them.

Corrective Measures

- If a student is found using a phone while in class or outside the class within school premises, the student will be issued a warning card for a first-time offence.
- The warning card will be recorded in the student's profile for Grade 5 and above.
- Violations of the rules and the unauthorized use of the hand phones or electronic devices during school hours for the second time will result in confiscation of the phone and issue of notifications to parents, until parent/s come to retrieve it.
- A receipt, stating the date of collection, will be issued to the student after the confiscation and the parent will be notified. This receipt is to be presented by the parent when they visit the school to retrieve the hand phone.
- Repeat of offense, even after issuing of notifications to parents, will result in confiscation on a non-

returnable basis.

- The cost of repair/replacement of any digital device that belongs to school which has been willfully damaged by the student shall be borne by the parent of the student concerned.

In the event that a student brings a hand phone, with or without approval, and loses it within the school premises, he/she is advised to report the incident immediately to a teacher or staff member. The school reserves the right not to conduct an extensive investigation or search that may lead to a loss of valuable curriculum time.

[Back to Index](#)