



مدرسة جيمس متروبول
GEMS Metropole School
MOTOR CITY

MOBILE PHONE, SMART WATCH & HEADPHONES



2023- 2024

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Mobile Phones

GEMS Metropole School acknowledges the evolving landscape of mobile phone usage and recognizes the importance of safety, security, and emergency communication for students. This policy outlines the guidelines regarding the possession and use of mobile phones within the school premises.

Scope:

This policy applies to all students enrolled at GEMS Metropole School and governs the use of mobile phones and electronic devices while on school grounds or during school-sponsored activities.

Policy Statements:

Bringing Mobile Phones to School:

- Students are permitted to bring mobile phones to school for safety, security, and emergency purposes during transit to and from school.
- All mobile phones are brought to school at the student's own risk. The school accepts no responsibility for loss or damage while on school grounds or during school-sponsored trips.

Use and Storage of Mobile Phones:

- Upon arrival at school, students are required to switch off their devices and keep them in their bags until the end of the school day at 3pm.
- Mobile phones must be switched off (not just silenced) and stored in students' bags at all times while on school premises. Any visible phones will be confiscated.

Confiscation Policy:

- Any mobile phone that rings, vibrates, or is seen during the school day will be confiscated.
- Confiscated phones will be held by the Head of Year/Phase Leader and returned to the student's parent / appropriate adult (not the student) at the end of the following school day and the student will receive a C4 after school-detention. Confiscated phones will be locked overnight in the Head of Year/Phase Leader's office.
- Repeat offenses will result in escalated disciplinary actions. Upon the second offense, the phone will be confiscated for 48 hours, and the student will receive a further C4 after-school detention.

Loss of Privilege and Parent Communication:

- A third offense will result in the loss of the privilege of bringing a mobile phone to school. A meeting will be held with parents to discuss future conduct, and the mobile phone will be returned to parents at that point.

Designated Usage Areas:

- Mobile phones should not be used inside the school building, even after 3pm. Students wishing to use mobile phones on school premises must do so in designated areas such as the secondary entrance, the main school reception, or the astro turf.

Parent Communication Protocol:

- Parents must refrain from contacting students directly on their mobile phones between the time they enter the school gates in the morning and 3pm. In case of emergencies, parents should contact Reception, who will then reach out to the student.

- Students needing to pass on an emergency message to parents will be allowed to do so from Reception or the Head of Year's office.

Behavior and Communication Standards

- 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 complete loss of mobile phone privileges. Such behavior will also be addressed through the Metropole Behavior Policy, with repeated offenses potentially leading to suspension or expulsion.

Adoption and Communication

This policy shall be communicated to all students, parents/guardians, faculty, and staff through official school channels, including the school website, student handbook, and parent newsletters.

Headphone Usage

This policy outlines the guidelines and regulations regarding the usage of headphones within the school premises, particularly in classrooms. Headphones, when used under the supervision and approval of teachers, can enhance educational experiences and facilitate personalized learning. However, it is crucial to ensure their responsible use to maintain a productive and respectful learning environment.

Scope

This policy applies to all students, faculty, staff, and visitors within the school premises, specifically concerning the use of headphones in classrooms.

Authorized Usage in Classrooms:

Headphones may only be used in classrooms if approved by the teacher for educational purposes. Teachers may permit headphone usage during designated activities such as language labs, multimedia lessons, or individualized learning tasks that require audio input.

Safety Measures:

Headphones should be used at a safe volume level to prevent hearing damage. Teachers should provide guidance on appropriate volume levels and monitor students to ensure compliance.

Users must remain attentive to their surroundings, especially during transitions or group activities, to maintain situational awareness and safety.

Respect for Classroom Environment:

Headphone usage should not disrupt the classroom environment or distract other students. Users are responsible for ensuring that the sound from their headphones does not disturb others.

Students must follow teacher instructions regarding when and how to use headphones in the classroom.

Confiscation Policy:

In cases of misuse, such as disruptive behavior, unauthorized use during class, or failure to comply with teacher instructions, headphones may be confiscated by the teacher.

Confiscated headphones will be returned to the student at the end of the school day or during a specified time determined by the teacher.

Repeat offenses may result in escalated disciplinary actions, as outlined in the school's disciplinary policy.

Ownership and Liability:

Students are responsible for the care and maintenance of their personal headphones. The school is not liable for any damage or loss of personal headphones.

The school may provide headphones for educational purposes, and students are expected to handle them with care and return them in good condition.

Enforcement:

Teachers will monitor and regulate headphone usage in their classrooms according to this policy. Any misuse of headphones or failure to comply with teacher instructions will result in disciplinary action, including confiscation of headphones.

Adoption and Communication:

This policy shall be communicated to all students, faculty, staff, and parents/guardians through the school's official channels, including the student handbook, school website, and teacher-parent communication platforms.

Smart Watch Usage

- Smart watches are strictly prohibited in Infant and Junior School.
- Smart watches will be dealt with under the same usage and confiscation measures as mobile phones in Prep and Senior school.