



مدرسة برستين الخاصة
PRISTINE PRIVATE SCHOOL

P.O. BOX 60830

Al Nahda 2

Dubai, UAE

Phone: +971-4-267-4299/5822/5844

Email: info@pristineschool.com

Website: www.pristineschool.com

30+ YEARS OF INSPIRING MINDS

MOBILE PHONE USAGE POLICY

Introduction and Aims

At Pristine Private School, the safety and security of all our students is our highest priority. Our Mobile device policy is designated to create and maintain a secure digital learning environment. We are committed to safeguarding our students from all potential risks associated with mobile and digital device usage.

The policy outlines the expectations, regulations and responsibilities for the use of mobile phones within Pristine Private School. The purpose is to ensure a safe, productive and responsible digital environment for all members of our school community.

Aims:

- Promote safe and responsible mobile phone use.
- Set clear guidelines for mobile phone use among students, staff, parents, and volunteers.
- Support the school's policies on child protection, E-safety, and behavior.

Technology Education

We are committed to educating our community on the safe and responsible use of digital devices. Regardless of whether the use of digital devices is permitted or restricted, all students, staff and parents, receive training and guidance on e-safety, responsible technology use, and the importance of digital citizenship.

Use of Mobile phones by Staff

The use of mobile phones by staff is in line with Staff Code of Conduct.

Use of Mobile phones by students

Students are **NOT** permitted to use their phones on school premises. All phones must be switched off and handed in to School personnel in the morning and collected at dispersal time.

Emergency Communication

In the event of an emergency, parents and guardians are encouraged to contact the school directly if immediate communication with a student is necessary.



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Zero Tolerance Policy

We maintain a zero-tolerance policy for the misuse of mobile phones and digital devices. Any actions or behaviors that violate school policy, including but not limited to bullying, inappropriate content sharing, or actions deemed criminal or culturally insensitive, will be met with swift and decisive action.

- **First Offence:** The student will receive a warning, and the device may be temporarily confiscated by the school.
- **Second Offence:** The device will be confiscated by the school and returned to the student after the parents or guardians are notified.
- **Third Offence:** The device will be confiscated by the school and shall be returned to the parents or guardians directly. Third Offence will result in the removal of the student's right to have a mobile phone during the school day for the remainder of the term.

Use of Mobile Phone by Parents and Visitors

Parents, visitors, and volunteers must follow this mobile phone policy while on school grounds during school hours. This includes:

- Not taking photos or recordings of students, except at school events or of their own child.
- Sharing of any photos or videos should be in line with the school's Social Media Policy.

Parents should contact the school office first if they need to reach their child during the school day and should not attempt to contact their child on their personal device/device.

Parental Responsibility

Parents are encouraged to take an active role in managing their children's use of mobile devices, ensuring access is age-appropriate and promoting responsible digital behaviors. Parents are also encouraged to be aware of their children's online activities and to provide guidance on safe and respectful use of technology.

Loss, theft or damage

The school is **not responsible** for any lost, damaged, or stolen mobile phones or accessories, whether on school premises, during school trips, or while traveling to and from school.



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Supervision and Monitoring

The school will actively monitor and filter all activities conducted on its Wi-Fi network. This includes using robust supervision protocols to safeguard students from inappropriate content, cyber threats, and other risks. Where mobile phones are allowed, their use will always be supervised.

Supervision and security measures will be regularly reviewed and updated to maintain a safe digital environment, ensuring the ongoing safety and well-being of all students.

Comprehensive Policy

All students, staff, parents, and governors are required to be familiar with and adhere to this Mobile Device Policy. The policy aligns with our school's broader Safeguarding, E-safety, Child Protection,

Anti-bullying, Social Media, Cyber Security, Acceptable Internet Usage, AI and Behaviour Management policies.

It is reviewed regularly to remain in line with evolving best practices, technological advancements, and community needs.

Conclusion

Pristine Private School is dedicated to fostering a safe and supportive learning environment where technology serves to enhance educational experiences.

We strive to balance the benefits of digital devices with the responsibility of maintaining a secure and respectful digital space. The ongoing collaboration of our community will ensure that this policy evolves to meet the needs of all stakeholders while upholding the highest standards of digital safety and responsibility.

<i>Policy Details: Mobile Device Policy</i>	
<i>Version Date</i>	August 2024
<i>Next Review Date</i>	August 2025