

APIS Mobile Policy

At any time at school, students:

- are not allowed to use their mobile devices to; access private email accounts, text messages, YouTube, Twitter, SnapChat, Threads, Twitter, TikTok or any other social media application, mobile games, websites or take pictures, when in the School's care.
- may use their mobile devices **after** 3.10pm for Primary and 3.30pm for Secondary; **to contact** parents, guardians or personal transporters via **phone call/SMS/WhatsApp only.**

To encourage students to meet schools' expectations, from Monday, 10th June 2024 the following will apply:

First instance

- A verbal warning will be given by the staff member who caught a student using the phone.
- A 'Cause of Concern' will be recorded on iSAMS on the same day.

Second instance

- Student will need to handover the phone to the member of staff.
- The phone will be passed by the staff member who confiscated the phone to the class teacher / form tutors for safekeeping.
- Students will be able to collect them from the class teacher / form tutors at the end of the school day.
- A 'Cause of Concern' will be recorded on iSAMS on the same day.

Third instance

- Parents/guardians to collect the phone from school from class teacher / form tutors and discuss on how we can further support.
- If the phones will be kept overnight to be collected another day, class teachers / form tutors to hand it to Mr Adam (Primary) and Ms Juman (Secondary) for safekeeping.
- A 'Cause of Concern' will be recorded on iSAMS on the same day.

Fourth instance

- If a student consistently disregards this policy either;
 - The student will be asked to turn in the phone to the class teacher / form tutor at the beginning of the school day and to be collected at the end of the school day
 - The student will not be allowed to bring in a mobile phone to school moving forward
- A 'Cause of Concern' will be recorded on iSAMS on the same day.