



IDEAL INDIAN SCHOOL,

DOHA – QATAR.

ACADEMIC YEAR 2023-24.

**ELECTRONIC GADGET /
MOBILE PHONE POLICY
For all Stakeholders
(Students, Teachers & Parents)**

ELECTRONIC GADGET/MOBILE PHONE POLICY

Introduction:

The ubiquitous Mobile Phone has seeped into the lives of every individual irrespective of whether they are students, teachers, professionals or others. The use of mobile phones definitely needs to be restricted in school environments. Ideal Indian School is also of the opinion that all stakeholders connected with school education such as students, parents, teachers and heads of institutes need to arrive at a consensus on the use of mobile phones in the school and restricting its entry in the school campus. This is because mobile phones can be a serious cause of distraction, lack of concentration, anxiety, fear and sometimes even misuse. The cameras which are a common feature now in most mobile phones can also be misused.

Aim of the Policy:

This mobile policy typically aims to reduce disruptions during school hours, to improve classroom management, and to promote digital literacy while tackling cyberbullying and online safety.

Objective of the Policy:

The primary objectives of this policy include an emphasis on academics, individual accountability, internet safety and wellbeing, with a stronger emphasis on the integrity of exams and assessments. This policy helps students to

- Ensure student engagement and attention, in class room activities thereby having a positive impact on overall academic performance.
- Prevent misuse of mobile phones that may compromise the safety and security of students within the school premises.
- Educate students about responsible and ethical use of mobile phones, promoting good digital citizenship and online safety awareness.
- Develop discipline, self-regulation, and responsible decision-making skills.
- Involve parents/guardians in enforcing and supporting the guidelines, fostering a stronger partnership between the school and the community..

Guidelines for the Students:

1. Students are forbidden to carry mobile phones or any electronic gadget to the school.
2. The following actions will be taken if a student bring mobile phones to the school,
 - a. First offence: The phone will be returned directly to the Parents after an undertaking is signed by them.
 - b. Second offence: The phone will be returned after 1 week, directly to the Parents after an undertaking is signed by them.
 - c. Third offence: The phone will be returned after 6 months, directly to the Parents after an undertaking is signed by them.

3. If a student gets caught using a mobile phone in school for any reason, procedures will be followed that may result in suspension or expulsion depending on the seriousness of the case.

Guidelines for Teachers:

1. **Professional Conduct:** Teachers are expected to maintain a professional demeanour and focus on their teaching responsibilities during working hours. Excessive use of personal cell phones for non-work-related purposes should be avoided.
2. **Restricted Usage:** During class time or when directly engaging with students, teachers should refrain from using personal cell phones.
3. **Communication Channels:** Teachers should primarily use school-provided communication channels (such as email or designated messaging platforms) for professional communication with colleagues, administrators, parents, and students.
4. **Emergency Situations:** In case of emergencies, where personal cell phones need to be used, teachers should exercise their judgment and ensure that the situation is handled appropriately and promptly.
5. **Privacy and Confidentiality:** Teachers should respect the privacy and confidentiality of students and refrain from taking pictures, recording videos, or capturing audio without explicit permission from the individuals involved, unless it is for educational purposes and within the bounds of school policy.
6. **Professional Development and Educational Use:** Teachers may use personal cell phones for professional development purposes, educational research, or accessing educational resources, applications, or platforms that enhance their teaching practices, with the approval of the school administration.
7. **Role Model Behaviour:** Teachers should serve as positive role models for students, demonstrating responsible and appropriate cell phone use.
8. **Compliance with School Policies:** Teachers are expected to comply with all school policies related to technology, communication, and acceptable use of personal devices, including cell phones.

Guidelines for Parents:

A mobile phone policy for parents visiting a school can help ensure a respectful and focused environment for all individuals involved.

1. Parents should refrain from using their cell phones inside of schools, unless it is absolutely necessary for contact in an emergency. Calls, texts, and use of social media or other applications are all included in this.
2. **Silent Mode:** To prevent interfering with lessons or other school activities, parents should make sure their smartphones are in silent or vibrate mode while they are in the building.

3. Parents should respect students' privacy and staff members' confidentially and refrain from taking or sharing any pictures, films, or audio recordings without first receiving the appropriate permission.
4. **Distractions and Focus:** Whether attending a meeting, parent-teacher conference, or school function, parents should focus on the reason for their presence. Reduce mobile phone distractions to promote active participation and efficient communication.
5. **Monitor child use:** Parents need to monitor the use of mobile phone by the child. Excessive use of mobile phone can lead to health issue, lack of concentration and many more related issues.
6. **No mobile phone child in school:** Parent should never give mobile phone or any electronic gadget to the child for carrying to the school. Mobile phone in the school are more of a distraction to the student and plenty of undesirable thing can happen. Student are still in the age where they are unable to decide between good and bad things. In a fit of a moment or because of peer pressure they may get involved in dangerous act which may be a serious violation of the school code of conduct.

Keep in mind that the goal of a mobile phone policy for parents visiting a school is to promote an atmosphere of respect and concentration that encourages good communication and engagement. Parents support a successful and happy school community by abiding by such policies.

Next Review in April 2024.

