

# PERSONAL MOBILE DEVICE POLICY



ST ANDREW'S COLLEGE

The *Protection of Personal Information Act* applies. Any personal information that can identify a person cannot be shared on any public forum without the permission of the person.

## GENERAL

- a. Pupils are permitted to have mobile devices at school.
- b. Cell phones may not be taken out of the boarding houses between 07h30 and 15h00 during weekdays (07h30 - 13h05 on Wednesdays)
- c. The school accepts no responsibility for any loss of or damage to mobile devices, whether on campus or elsewhere. It is strongly advised that boys store their mobile devices in a safe place when not in use. Any mobile device found lying in the dorms not locked away may be confiscated.
- d. The school's Search and Seizure Policy applies to pupils' mobile devices.

## CLASSES

- a. Cell phones may NOT be taken to class. If a cell phone is taken to class it will be confiscated for a minimum period of 1 week. iPads and laptops may be taken to class and used as determined by the teacher. Using these devices for purposes other than those instructed by the teacher will result in detention, following which further transgressions will result in confiscation.
- b. Mobile devices may NOT be taken into examinations.
- c. Any pupil found in possession of a mobile device during a test or exam, even if inadvertently, will be found guilty of cheating.

## CAMPUS

- a. The use of mobile devices during Chapel, after lights out, in assembly, during a theatre show, in the Dining Room, etc. will also result in confiscation.
- b. Mobile devices may not be used with head phones in any public spaces.
- c. Mobile devices may only be used during prep before 8 pm at the discretion of the Housemaster or Tutor on duty. This should be for work purposes only.
- d. Any mobile device used for unauthorised activities during this time may be confiscated.
- e. Grade 8s and Grade 9s are required to hand their mobile devices to the Housemaster or Tutor on duty before lights out every evening. These will be returned the next day.
- f. The inappropriate use of a mobile device (**pornography, cyber bullying, swearing, including inappropriate distribution of pictures/videos, and the taking of videos/pictures and sound recordings without permission**) may result in the culprit facing a disciplinary enquiry.

In all of the above cases apart from **Campus clause f**, the penalty for first time offenders will be a MINIMUM period of 1 week. Subsequent transgressions may result in a longer period of confiscation at the discretion of the Housemaster. If the confiscation period expires during a holiday, the cell phone will be returned at the end of the term.