



**Tate International School
Cellphone Policy - Version 1
Created: 08 October 2019**

1. Preface

1.1 Cell Phones are a vital tool in the communication chain. Y Generation students are particularly dependent on them for communication and games. They are an accessory that most students possess.

1.2 Tate International recognises the need for students attending this school to be in the possession of a cell phone. However, the school is concerned at the use of cell phones to damage the self-value of students. The easy availability of soft and hardcore pornography for cell phones, access to the internet, use of the camera function to take inappropriate images and the use of the cell phones for social networking sites, make it a dangerous instrument in the hands of children.

1.3 In order to deal with the current trend, the following policy has been approved.

2. Legislation

2.1 The Constitution of the Republic of South Africa, Act 108 of 1996.

2.2 The South African School Act, Act 84 of 1996. 2.3 Western Cape Provincial School Education Act, Act 12 of 1997.

3. General

3.1 Liability

3.1.1 The School takes no responsibility for cell phones of students, staff or visitors once they enter the school grounds. Theft or damage of a cell phone will not be regarded as a school matter.

3.2 Protocol for students

3.2.1 Cell phones are switched off on entering the grounds of the school. As soon as students report to their tutor classes in the morning, all cell phones will be handed in to their tutor teacher. The teacher will safely place all cell phones in the administration office where it will be

locked and kept safe. At the end of the academic day, the responsible tutor teacher will collect all cell

phones from the administration office and distribute the cell phones. Cell phones may only be switched on once students are no longer on the school premises.

3.2.2 Having a cell phone in their possession, using a cell phone or not handing in their cell phone for safe keeping, represents a contravention of the Cell Phone Policy.

3.3 Contravention of Cell Phone Policy: This policy runs for a 36 month period

3.3.1 First Contravention

a) Students who contravene the Cell Phone Policy will have their cell phone removed for 24 hours.

b) The cell phones will be logged with the Principal of Tate International and locked in a safe place.

3.3.2 Second Contravention

a) Students who continue to contravene the Cell Phone Policy will have their cell phone removed for 5 school days.

3.3.3 Third Contravention

a) Repeat offenders will lose the right to have a cell phone at school and bringing a cell phone to school will result in it being confiscated for a term.

b) Students who contravene the Cell Phone Policy and experience the removal of their cell phone for a period of time, may apply in writing to the Principal of Tate International and the Head of Discipline, giving a detailed explanation as to why the phone was used in the school environment. Depending on the student's Disciplinary Rating and Record, the Principal may or may not review the length of time that the phone will be removed.

3.4 Special Concessions:

3.4.1 Students going through trauma as a result of an event and who need to keep their cell phones with them in order to be contactable may apply in writing to the Principal and Head of Discipline, for a ***SPECIAL PERMIT***.

3.4.2 **EMERGENCY CALLS:** Students who need to make an emergency call about plans for after school collection or personal arrangements may request for the phone to be released during the 10 minute brain breaks. The student must get consent from his/her tutor teacher in order for the phone to be released. Students will then use this time, with his/her tutor teacher present, to make the call and immediately return it to the administration office.

3.5 Protocol for staff

3.5.1 Teaching staff must be discreet when using their cellphones during the school day. Under no circumstances are staff allowed to use their phones while teaching a class or when they are on break duty.

3.5.2 Special Concession for cell phone usage will be restricted to the use for personal or school emergencies.

When the above-mentioned protocol is contravened the Disciplinary Process for Staff members will be followed.