



## Christchurch Girls' High School | *Te Kura o Hine Waiora*

### Cell Phone Policy

The following policy concerns the use of cell phones at Christchurch Girls' High School *Te Kura o Hine Waiora*. We are committed to protecting the school day as a time for our ākongā to engage with teaching and learning and to communicate with each other face-to-face and be involved in the wider life of our kura.

To achieve this, the following controls are proposed:

- Cell phones and earbuds/headphones must be **turned off and in pockets or bags** for the duration of the school day (from 8.30am until 2.40pm). This also applies for special events such as Athletics Day, assemblies and prizegiving.
- When on EOTC day trips, the same rule applies. On overnight trips, students will be permitted to have access to their phones at an agreed time, set by the TiC. For example from 7-9pm in order to make contact with home.
- Phones can only be used during class time when directed by the teacher. This use will be task driven and aligned to specific learning outcomes.
- Cell phones are not to be used during break times, between classes or in the hallways or stairwells.
- In special circumstances, an exemption may be granted to a student who uses their cell phone to monitor medical devices such as people with diabetes.

If there is an urgent need for communication that can not wait until the end of the school day, students and whānau can make contact through the school office. Alternatively a 'phone zone' will be available for students to use their phone between 1.25pm and the end of lunch in the PAC to communicate with their parents for transport arrangements, work shifts etc.

Should a cell phone be used during the school day, in contravention to these controls, there will be the following consequences:

**First time** - the phone will be put in a small plastic bag (with completed slip) and taken to the office by the staff member. The student will be able to collect the phone (and sign for it) at the conclusion of the school day. A record of this confiscation will be added to KAMAR and a notification will go home to alert the parent of the confiscation.

**Second time** - a second chance will be given and the same process and consequences of the first time will be applied.

**Third time** - the phone will be taken to the office as per the first and second time. The student will collect at the end of the day and will be required to complete a reflection session on the Friday after school that week. This will be run by Deans/SLT and will involve the student reflecting on the harm that has been done by their continual defiance of the cell phone rule. They will also write an apology letter to someone affected by their actions.

**Fourth time** - the phone will be taken to the office as per the first, second and third time. The parent will need to come and collect the phone at the end of the day and a meeting will be scheduled for the student, whānau and Dean/SLT to discuss the issue.