



المدرسة الأمريكية
للإبداع العلمي
AMERICAN SCHOOL
OF CREATIVE SCIENCE

MOBILE PHONE, SMART WATCH & HEADSETS POLICY

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Mobile Phones

At ASCS NAS, we acknowledge the evolving landscape of mobile phone usage and recognize the fact that parents want to ensure and prioritize their child's safety and security, especially wanting to have emergency communication with their child on their way to and from school. This policy outlines the guidelines regarding the possession and use of mobile phones within the school premises.

Scope

This policy applies to all students enrolled at ASCS Nad Al Sheba and governs the use of mobile phones and electronic devices while on school grounds or during school-sponsored activities.

Policy Statements

Bringing Mobile Phones to School:

- Students are permitted to bring mobile phones to school in order to communicate with parents on their way to and from school.
- Upon arrival to school, students must check in their mobile phone to the phase supervisor before going to class.
- Use during the school day is not permitted. If communication with parents is needed during the school day, students are able to ask the phase supervisor to call their parents from landline at the supervisor's desk.
- Failure to check-in mobile phone will result in behavior policy consequences being implemented.
- All mobile phones are brought to school at the student's own risk. The school accepts no responsibility for loss or damage while on school grounds or during school-sponsored activities and/or trips.

Use and Storage of Mobile Phones:

- Upon arrival at school, students are required to switch off their devices and turn them into the phase supervisor till the end of the school day at 2:30 pm.
- Mobile phones must be switched off (not just silenced)
- Any mobile phone found on the student will be confiscated.

Confiscation Policy:

- Any mobile phone that rings, vibrates, or is seen during the school day will be confiscated. This also includes mobile phones found during bag searches.

- Confiscated phones will be held by the Head of Section and returned to the student the following school day at the end of the day. Confiscated phones will be locked overnight in the Head of Section's office.
- Repeat offenses will result in escalated disciplinary actions. Upon the second offense, the phone will be confiscated for 48 hours or handed over to the parent who will need to come in to receive phone. The student will also receive an after-school detention.
- A third offense will result in further disciplinary actions including a formal meeting with parents with warning issued and undertaking signed.

Designated Usage Areas:

- There is never a case where a student is allowed to use their phone during the school day. It must remain with the supervisor switched off.
- Upon dismissal students cannot use phone while inside the school building. They must use once outside the school building and only to contact parents. At no point is it permissible to use the mobile phone to take pictures or send messages to students.

Parent Communication Protocol:

- Parents must refrain from contacting students directly on their mobile phones between the time they enter the school gates in the morning and 2:30 pm. In case of emergencies, parents should contact Reception, who will then reach out to the supervisors.
- Students needing to pass on an emergency message to parents will be allowed to do so from Phase Supervisor's desk or the Head of Section's office only after receiving permission from supervisor and/or Head of Section.

Behavior and Communication Standards

- Any transmission deemed vulgar, obscene, derogatory, or defamatory, sent via SMS, Instagram, Skype, WhatsApp, Snapchat, Facebook, Twitter, or other electronic means, will result in confiscation and full implementation of consequences as detailed in behavior policy, with repeated offenses potentially leading to suspension or expulsion.

Headsets

Headphone Usage

This policy outlines the guidelines and regulations regarding the usage of headsets/headphones/earbuds within the school premises, particularly in classrooms.

Headsets/headphones/earbuds when used under the supervision and approval of teachers, can enhance educational experiences and facilitate personalized learning. However, it is crucial to ensure their responsible use to maintain a productive and respectful learning environment.

Scope

This policy applies to all students, faculty, staff, and visitors within the school premises, specifically concerning the use of headphones in classrooms.

Authorized Usage in Classrooms:

Headphones may only be used in classrooms if approved by the teacher for educational purposes. Teachers may permit headphone usage during designated activities such as language labs, multimedia lessons, or individualized learning tasks that require audio input. If headphones are required for external testing, students will be reminded to bring them in on scheduled date.

Safety Measures:

If the use of headphones has been authorized by the teacher for a lesson/assessment, they should be used at a safe volume level to prevent hearing damage. Teachers should provide guidance on appropriate volume levels and monitor students to ensure compliance.

Use of Headphones/headsets/earbuds outside an approved classroom lesson/assessment is not permitted. It is important that students always remain attentive to their surroundings, especially during transitions or group activities, to maintain situational awareness and safety.

Respect for Classroom Environment:

If the use of headphones/headsets/earbuds have been approved by a teacher for a lesson activity/assessment, usage should not disrupt the classroom environment or distract other students. Users are responsible for ensuring that the sound from their headphones does not disturb others.

Students must follow teacher instructions regarding when and how to use headphones in the classroom. If the headphones/headsets/earbuds were not directly requested by the teacher for the lesson/assessment, then they should not be out or on the student and should be kept safely stored away in the student's bag.

Confiscation Policy:

In cases of misuse, such as disruptive behavior, unauthorized use during class, or failure to comply with teacher's instructions, headsets/headphones/earbuds may be confiscated by the teacher. Confiscated headsets/headphones/earbuds will be returned to the student at the end of the school day or during a specified time determined by the teacher.

Repeat offenses may result in escalated disciplinary actions, as outlined in the school's disciplinary policy.

Ownership and Liability:

Students are responsible for the care and maintenance of their personal headsets/headphones/earbuds. The school is not liable for any damage or loss of personal headsets/headphones/earbuds.

If the school provides headphones for educational purposes, students are expected to handle them with care and return them in good condition.

Enforcement:

Teachers will monitor and regulate headsets/headphones/earbuds usage in their classrooms according to this policy.

Any misuse of headsets/headphones/earbuds or failure to comply with teacher's instructions will result in disciplinary action, including confiscation of headsets/headphones/earbuds.

Smart Watch Usage

- Smart watches are strictly prohibited across the school.