

# Phones away for the day

From the start of Term 2 2024, your school must make sure ākonga | students do not use or access their phone while they are attending school unless it is required for learning purposes, health reasons or you have been directed by a teacher or the principal. Phones away for the day includes during lunch time and breaks, and when you are on a school course or visit outside the school grounds.

The intention of having ākonga | student phones away for the day is to improve engagement and achievement through minimising distractions during learning time and increasing social interaction while they are attending school.

The guidelines for the use of phones at ngaio School is detailed in our [Cellphones and Other Personal Digital Devices](#) policy [Login: Ngaio, Password: Abbott] (The policy also covers any personal digital device that is privately owned and not part of any school-approved Bring Your Own Device (BYOD) programme.

Ngaio School does not recommend that students bring personal digital devices to the school. These are not necessary to have during the day. However, we understand that some parents like their children to have a device to communicate with them after school.

## Parent/Caregiver and student responsibilities

If a parent/caregiver needs to contact their child urgently during the day, they should call the office.

If a student brings a personal digital device to our school, the following guidelines apply:

- The school does not accept responsibility for lost, damaged, or stolen personal digital devices brought to the school but investigates any issues as appropriate.
- The device should be kept turned off and out of sight. Devices may not be used at break times.
- Students are expected to follow our Digital Technology and Online Safety policy when using personal digital devices on school property or the school network.

## Inappropriate use

If we see a student using a personal digital device inappropriately, we confiscate it. After the student locks the device, we place it in the office to be collected at the end of the day.

Inappropriate use of a personal digital device may include:

- using the device when not permitted
- any sort of bullying, including online bullying
- taking photos or videos of other people without their permission
- forwarding inappropriate messages or content.

Inappropriate use of a personal digital device is managed through the school [Behaviour Management](#), [Responding to Digital Incidents](#), and [Surrender and Retention of Personal Digital Devices](#) policies and procedures, as appropriate.

## Health and emergency situations

Students with additional learning needs who use cellphones in class to increase or improve their ability to participate and learn will be granted an exemption. In matters related to a student's immediate health and safety concerns, a parent or caregiver can apply at any time to the principal for a period of exemption (e.g., medical conditions or protection issues).

**Please note** with all exemptions and exceptions appropriate usage guidelines and other relevant school rules still apply.