

GLS MOBILE PHONE POLICY

2026

APPROVED BY:



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RATIONALE

GEMS Legacy School acknowledges that the roles of mobile phones, mobile accessories and other communication devices are evolving, and as a result, permit students to bring them to school. The primary reasons for this allowance include enhancing the educational experience, ensuring students' safety and security, and providing a means of communication in case of emergencies while traveling to and from school. The school understands that the above mentioned mobile devices can be valuable tools for maintaining contact with parents or guardians during transit, thereby

balancing technological access with the need for responsible use.

AIM

The purpose of this policy is to set rules for the use of mobile phones, mobile accessories and other communication devices by all students at GEMS Legacy School. It aims to strike a balance between leveraging technological benefits and reducing distractions, ensuring that these devices enhance student safety and overall well-being in the educational setting.

POLICY STATEMENTS

BRINGING MOBILE PHONES TO SCHOOL

- Students are permitted to bring mobile phones or other communication devices to school to ensure their safeguarding, overall well-being, and to address any situations that may arise while traveling to and from school.
- Mobile phones brought to school are the responsibility of the student, and the school assumes no liability for any loss or damage that may occur on school grounds or during trips.

SAFE USE OF MOBILE PHONES

- Upon arriving at school, students must turn off their phones and deposit with their teachers until the school day ends.
- Students must avoid sharing personal details, such as their location or contact information, through mobile devices while at school, helping to maintain their safety.

DESIGNATED USAGE AREAS

- Students who need to use their mobile phones while on school grounds should do so in designated areas, such as the entrance or the main school reception or in the presence of a teacher.

PARENT COMMUNICATION PROTOCOL

- Parents should avoid contacting students directly on their mobile phones or any communication device or through any instant messaging applications during school hours. For emergencies, parents should call the Reception, to facilitate communication with their wards.
- If the students need to relay an urgent message to their parents, they may do so through the school Reception or the Head of Year's office.

EXPECTATIONS FROM STUDENTS

- To promote a positive and respectful school community, students are encouraged to use their phones responsibly. Any misuse will result in the phone being temporarily confiscated. Repeated misuse may lead to more serious consequences, including suspension or expulsion, as per the school's behaviour policy.
- Any inappropriate transmission sent through the phones or use of Social Media during class hours will result in sanctions as per the school's behaviour policy.

CONFISCATION POLICY / SANCTIONS

- Any mobile phone that rings, vibrates, or is seen during class and school hours will be confiscated.
- Confiscated phones will be held by the Head of Year and returned to the student at the end of the day.
- If the incident repeats it would result in escalated disciplinary actions as per the school's behaviour policy.

ADOPTION AND COMMUNICATION OF POLICY

This policy will be effectively communicated to all students, parents/guardians, faculty, and staff through multiple official school channels. Information about the policy will be made available on the school's website, included in the student handbook, and highlighted in parent newsletters. Additionally, the policy will be discussed in school meetings and orientations to ensure that everyone is fully informed and understands the guidelines. This approach aims to ensure that the policy is widely known and consistently applied throughout the school community.

