

Cellphones and Other Personal Digital Devices

At Koromatua School, our approach to cell phones and other personal digital devices supports student engagement and achievement. Personal digital devices include cell phones, which we manage according to government regulations, and other devices such as laptops, tablets, and smartwatches. Devices that are part of a school-approved Bring Your Own Device (BYOD) programme have separate conditions for use.

Koromatua School does not allow students to bring personal digital devices to school. These are not necessary to have during the day.

Cell phone regulations

To comply with government regulations, we ensure students do not use cell phones during school hours, including break times. Parents/Caregivers can request an exemption in writing or email from the school principal if required. We allow exemptions for students to use cell phones if they are required for:

- a specific educational purpose approved by a teacher
- health needs (e.g. to monitor insulin levels)
- disability or learning support needs
- a special circumstance approved by the principal.

If a parent or caregiver needs to contact their child during school hours, they should call the office.

Rules about cellphones and other personal digital devices made by the board are a **school bylaw**. The board consults with the school community when making or amending bylaws. We discuss school rules about personal digital devices at the beginning of the year, and throughout the year as needed.

Device requirements at school

The school promotes safe and responsible use of digital technology. Students are required to comply with our digital technology policies and procedures if devices are brought to school.

If personal digital devices (including cell phones) are brought to school, the following requirements apply:

- Students may be able to take devices on EOTC events, but should check with the teacher or person in charge whether the device is allowed before the event starts.

Personal Devices during EOTC

Students may take cell phones on EOTC trips but they are handed in to the student's kaiako and used at the end of the day's activities for a specified time. It is only used to call or text the student's parents/caregivers.

Only school digital devices are to be used on EOTC trips.

Inappropriate use

Inappropriate use of a personal digital device may include:

- using a device when not allowed

- any sort of bullying, including **online bullying**
- sending or sharing inappropriate content
- taking photos or videos of other people without their permission.

If a student uses a personal digital device inappropriately (including using a cellphone when it is not allowed) the student must hand it to a staff member immediately when asked. If possible, the student should lock their device before handing it to staff. The device will be kept in the office and will be collected by the student at the end of the day.

The principal assures the board that the school does not allow students to use cellphones during school hours, including break times, unless students have been granted an exemption.
