



CHIJ Our Lady of the Nativity

1257 Upper Serangoon Road Singapore 534793

• Tel: 6385 2455 • Fax: 6385 2012 • Email: chijoln@moe.edu.sg

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Dear Parents/Guardians

PERMISSION TO BRING A HANDPHONE/SMARTWATCH TO SCHOOL

1. We hope this letter finds you and your family well as we begin the new school year. At CHIJ Our Lady of the Nativity, we value open communication and partnership with our parents and guardians. We understand that in today's digital age, staying connected is important for both students and parents. With this in mind, we would like to address the topic of bringing handphones and smartwatches to school while balancing the needs of families, with our commitment to maintaining a focused learning environment.
2. The school provides students with the use of school-owned ICT devices for technology-enabled lessons. As such, students are not encouraged to bring their handphones/smartwatches to school. Should a student need to contact a family member or caregiver in the case of illness or to make transport arrangements, she should approach her teacher(s) or the administrative staff in the General Office for assistance. However, if you require your child/ward to bring a handphone/smartwatch to school, please complete the Request Slip via Parents Gateway.
3. The following conditions must be adhered to. These guidelines can be found in the School Organiser 2025, page 23.
 - a. Students are not allowed to use personal digital devices like handphones and smartwatches during school hours which include recess, CCA and after-school programme e.g. supplementary/enrichment lessons.
 - b. Devices must be **switched off** when brought to school.
 - c. Students bear responsibility for the safekeeping of their devices e.g. in their lockers/school bags.
 - d. Students should use their handphones/smartwatches after school hours only to call/text their parents/guardians and not for any other purpose e.g. gaming, using social media, taking pictures, making any form of recording, etc.
 - e. Should a student need to use her handphone/smartwatch after school hours, the school has designated two areas within the school premises for this purpose. The two designated areas are as follows:
 - Foyer
 - Security Guard Post at Side Gate 2
 - f. Should the above conditions not be adhered to, the handphone/smartwatch will be confiscated and the permission to bring a handphone/smartwatch to school may be revoked.
 - g. The school will not be responsible for any loss or damage to the handphone/smartwatch brought to school.
4. Please note that permission granted is valid for the **current year** only.

Thank you and God bless,

Mrs Karen Tan
Principal

This is a computer-generated letter. No signature is required