**17.2 Cell-phone Policy (Incidence of Indiscipline)**

**Cell phones/Electronics policy**

Cell phone use during the school hours has created an increasing distraction for students and teachers.

* All electronic devices including but not limited to cell phone and smart watches must be out of sight during school hours in the premises of the school.
* Smart watches cannot be worn.
* Cell phone must be off and in backpack. If a student has a cell phone on his person and any part of it can be seen, it will be taken away and the appropriate consequence will be issued.
* If a student’s cell phone is insight, the teacher will reach (remind the student of the policy). The teacher will ask the student to shut the cell phone off and then take the cell phone.
* The teacher will document the incidence and bring the cell phone to the Principal as early as she/he can.
* **First Offence:** Phone will be confiscated for the day and returned to the student at the end of school hours. Phone call and e-mail will be sent home.
* Consequence for refusing to turn in: one day off and 3 hours detention the next day or the day when the student remains present in the school, parents will be informed about the offence of their ward.
* **Second Offence:** Phone will be confiscated for the day and will be returned to the student’s parent/guardian only at the end of school hours.
* Phone call to parent/guardian.
* The student will also be given a thee hour detention, the same day.
* Consequence for refusing to turn in or not attending detention, two days off and Monday detention along with social suspension for 15 days.
* **Third Offence:** Phone will be confiscated for the day. Phone call to the parent. Phone will be returned only to the student’s parent/guardian at the end of the day just before the school is over.
* Student will be placed in isolation. Social suspension for 15 days.
* Consequence for refusing to turn in: three days of isolation and two Mondays detention for three hour each – social suspension for 25 days.
* **Fourth Offence:** Phone is confiscated for the day and will be returned to the student’s parent at the end of the day just before the school is over. Parent/guardian will be contacted on phone of the parent/guardian.
* Student is placed in isolation.
* Social suspension for 3 days.

***Every school is required to work out a cell phone policy of its own in order to bring the cell phone offences under its control.***