



A'Takamul International School Zero Mobile Phone Policy

Policy Number: ATIS-MOB-001

Effective Date: September 2020

Review Date: May 2025

Approved By: School Administration

Applicable To: All Students (Grades K–12)

I. Purpose

The purpose of this policy is to establish a zero-tolerance approach regarding mobile phone usage during school hours at A'Takamul International School. The policy aims to minimize distractions, promote face-to-face communication, enhance classroom engagement, and ensure a safe and focused learning environment for all students.

II. Scope

This policy applies to all students enrolled at A'Takamul International School, including Grades K–12. It covers the use of mobile phones, smartphones, smart watches, tablets, and any other personal electronic devices capable of communication or internet access, unless otherwise specified.

III. Definitions

- **Mobile Device:** Any electronic device that can make calls, send messages, access the internet, or play media (e.g., smartphones, tablets, smart watches).
- **Zero Mobile Policy:** A policy under which students are not allowed to carry, use, or access personal mobile devices during school hours.
- **School Hours:** From the official start of the school day until dismissal, including breaks, lunchtime, and extracurricular activities held on campus.
- **Authorized Personnel:** Designated staff members permitted to use mobile devices for school-related duties.

IV. Policy Statement

A'Takamul International School implements a strict Zero Mobile Phone Policy during school hours. Students are not permitted to bring mobile phones or similar devices to school. If brought, these devices must remain powered off and stored in the student's bag at all times.

Exceptions may be made only with prior written approval from the school administration for specific medical, psychological, or exceptional circumstances.

V. Procedures

A. Arrival at School

- Students are expected to leave their mobile phones at home or in their vehicles.
- If a mobile device is brought to school, it must be:
 - Turned off





- Stored in the student's bag
- Not accessed at any time during school hours

B. In Case of Emergency

- Parents/guardians may contact the school office directly for urgent matters.
- The school will relay necessary messages to the student through administrative staff.

C. Teacher/Staff Communication

- Students needing to communicate with parents during school hours must use the school landline or request assistance from the front office or assigned staff member.

VI. Enforcement and Consequences

Violation Level	Action Taken
First Offense	Device confiscated and returned to parent; verbal warning given
Second Offense	Device confiscated for one week and returned to parent; written warning sent home
Third Offense	Device confiscated for one quarter; parent meeting required; possible disciplinary action
Repeated Violations	Device confiscated for one semester; parent meeting required; possible disciplinary action

Note: Confiscated devices will be kept in the school office until collected by a parent or guardian.

VII. Special Circumstances and Exceptions

Requests for exceptions to this policy must be submitted in writing to the school administration and will be reviewed on a case-by-case basis. Approved exceptions may include:

- Medical conditions requiring emergency contact
- Specific school-related events where mobile devices are authorized for educational purposes

VIII. Parent/Guardian Responsibility

Parents/guardians are responsible for:

- Supporting the school's Zero Mobile Phone Policy
- Ensuring their child understands and complies with the policy
- Communicating any concerns or requests for exception in writing to the school





IX. Student Responsibility

Students are expected to:

- Leave personal mobile devices at home
- Follow school instructions regarding electronic devices
- Respect the learning environment by focusing on classroom instruction and peer interaction

X. Review and Evaluation

This policy will be reviewed annually by the school administration to ensure its effectiveness, relevance, and alignment with school goals and community expectations.

