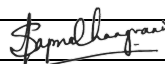




DUBAI SCHOLARS
PRIVATE SCHOOL



DS Device Policy

POLICY	Use of Mobile Phones/ Tabs / Laptops / Smart watches
SCHOOL	DUBAI SCHOLARS PRIVATE SCHOOL
EFFECTIVE DATE	August 2025 – July 2026
APPLICABLE TO	Years 7 - 11
APPROVED BY	Ms. Sapna Changrani (Head of School) 
APPROVED BY	SLT Members
NEXT REVIEW DATE	June 2026



Purpose

The purpose of this policy is to promote a focused, respectful, and engaging learning environment by minimizing distractions caused by mobile phones and other personal electronic devices. **This policy is designed to support student well-being, improve academic performance, and foster positive social interaction.**

The use of mobile phones by students during school hours is a major source of distraction, disruption, and violation of school standards. This policy enforces a **zero-tolerance approach** to unauthorized use of mobile phone / mentioned devices on school premises.

Devices Covered

This policy applies to the following personal electronic devices at specified times:

DEVICES	USAGE
Mobile phones (smartphones and basic phones)	Not to be used during Regular & Extended school hours
Smartwatches with communication features	Not to be used during Assessments & Examinations
Tablets, Laptops & personal communication devices	Not to be used without Teacher supervision
Wireless earbuds or headphones	Not to be used unless advised by a staff member

1. Absolute Ban on Student Phone Use

Mobile phones are strictly prohibited during all school hours (including class time, assemblies, breaks, and lunch), unless explicitly authorized by school staff.

Phones must be switched off and completely out of sight from the moment students enter school grounds until the end of the day.

Smartwatches and other personal communication devices fall under this policy and are also banned unless approved by administration.



2. Unauthorized Use Will Not Be Tolerated

Any student found using a phone—including checking messages, notifications, or using apps—without permission will face **immediate disciplinary consequences**, regardless of intent or duration of use.

3. No Exceptions

No personal, social, or entertainment use of mobile phones is permitted during the school day.

Emergencies must be communicated through the school office. Students are not permitted to contact home using their mobile phones during school hours.

4. Consequences for Violations

Device immediately confiscated for **3 months** (not including weekends or holidays).

Mandatory parent/guardian meeting with the designated Safeguarding Lead

Collected by a parent/guardian only.

Written warning issued - Emailed to student and parents

Written entry in Safeguarding Records.

Severe Misuse (e.g., filming, sharing content):

Device immediately confiscated for **3 months** (not including weekends or holidays).

Mandatory parent/guardian meeting with the designated Safeguarding Lead

Collected by a parent/guardian only.

Written warning issued - Emailed to student and parents

Device banned from school for the remainder academic year.



Written entry in Safeguarding Records.

Possible police involvement if applicable (e.g., privacy violations, harassment).

5. Exams and Assessments

Mobile phones are **strictly forbidden** in any testing or assessment environment.

Possession of a phone during an exam will result in an automatic zero, with further academic and disciplinary penalties.

6. Parent/Guardian Responsibilities

Parents must **not call, message or email students directly** during the school day. Urgent communication must go through the main office.

Parents are expected to fully support this policy and ensure their child understands the seriousness of compliance.

7. Emergency Communication

- Parents/guardians should contact the main office at **[04 706 9000]** in case of an emergency
 - Students may request permission from school staff to use the office phone for urgent matters
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8. When and Where Devices Are Prohibited

Devices may not be used within these areas:

- Classrooms, restrooms, hallways, playgrounds, courts, or assembly areas
- In school buses on field trips or school-sponsored events **unless explicitly permitted**



9. Storage of Devices

- Devices must be **turned off or placed on silent mode.**
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10. Final Notes

Repeated violations or refusal to surrender a phone will be considered **defiance of school authority** and dealt with accordingly.

The school is **not responsible for lost, damaged, or stolen phones**, whether confiscated or brought in against policy.

Compliance with this policy is mandatory.

Refusal to adhere will result in escalating disciplinary measures, up to and including suspension or expulsion.



DUBAI SCHOLARS
PRIVATE SCHOOL



Acknowledgment Form

We acknowledge that we have read, understood, and agree to comply with the DUBAI SCHOLARS PRIVATE SCHOOL - No Phone Policy.

Student Name: _____

Year / Section: _____

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

For questions about this policy, please contact the school office at [04 706 9000] or email [admin@dubaischolars.com].