



19 August 2011

Dear Parents & Students

RE: CLARIFICATION OF THE ISHB CELL PHONE POLICY

The issue of cell phones at schools has become a hotly contested debate not only in schools in South Africa but around the world. Whilst we understand that there will be certain times that your child might need a cell phone at school, we believe that this will be the exception rather than the rule. A school's purpose is to provide an environment where quality education is fostered and nurtured and unfortunately the use of cell phones has started to distract students from the task at hand.

Why do we believe that a cell phone is not necessary at school:

1. **Parent/Student Communication:** Students/parents needing to contact one another may do so through the school secretary at reception. This can be done via email or telephonically. This way the school will always be aware of what is happening and can ensure that we act accordingly. Messages can be relayed through the school secretary between 8:00am to 3:00pm.
2. **The safety aspect and safe-keeping:** Students are easy prey for those criminal elements that target students. In addition, if our students were allowed to have cell phones at school, where would they be kept? Logistically it would be a nightmare for the school to manage.
3. **Financial implications for the parents.** Replacing stolen cell phones is expensive. The school cannot be expected to look after the phones for the students and cannot be held responsible if these phones go missing.
4. **Students using their phones during teaching time/break time.** It has become quite problematic in some schools where students SMS or BBM (Blackberry messenger) each other during lessons and even pass on answers to each other during tests! There is also the concern surrounding "MXit" (Mixit), unauthorized accessing of Facebook and/or Twitter accounts and roaming the internet during school hours, which include breaks. This cell-phone internet access is extremely difficult to manage and control as access is beyond our internal school network (which we can monitor and manage). Resultant "flaming" and cyber bullying of students are two such actions that can result from this unauthorized access throughout the school day.

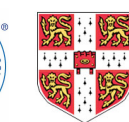
International School of Hout Bay

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Registration Number:
2002/010382/08



After careful consideration the ISHB Cell Phone Policy is as follows:

Cell phones need to be switched off once the student arrives on campus and/or between the hours of 7:55am – 3:00pm. Should a student bring their cell phone to school they must ensure that;

- a) Their cell phone is **switched off** completely and not set to silent/vibrating mode,
- b) It remains safely on their person but **out of sight** at all times,
- c) At no time is it visible to any staff member/student leader.

Consequences of having a cell phone at school:

If a cell phone is seen/heard at anytime during the hours of 7:45am-3:00pm anywhere on the school campus then:

1. For the **first offence**; a warning will be issued and the student's name will be recorded on the discipline database under the **Cell Phone Demerit Infringement**.
2. For the **second offence**; the student's name will again be recorded on the discipline database under the **Cell Phone Demerit Infringement** and an immediate Friday Detention will be issued. The cell phone's sim card will be removed and confiscated for the duration of 1 week (5 school days) and handed to the deputy-head for safe-keeping. Parents/guardians will also be informed and they can collect the sim card at the end of the allocated 5 school days.
3. Should there be a **further violation** of the school's cell phone policy, this will be dealt with as a serious breach of the school's disciplinary code. A parent/guardian meeting will thus need to be called to discuss further action.

This policy will be enforced from **Monday 22 August, 2011**.

Yours truly

Grant Ruskovich
Deputy Head

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ACKNOWLEDGEMENT FORM

*To be signed and returned to your child's class tutor by
Monday 22 August 2011*

We, the undersigned, acknowledge that we have read and understood the ISHB Cell Phone Policy, as outlined in the attached letter.

Student's Name: _____ (please print name)

Student's Signature: _____

Class: _____

Date: _____

Parent/Guardian's Name: _____ (please print name)

Parent/Guardian's Signature: _____

Date: _____

Class Tutor Signature: _____

19/08/2011

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