



CELL PHONE/DEVICE-FREE POLICY

Outcome

This policy applies to students at New Zealand Performance Academy Aotearoa (while on school premises, or at a school function or trip where students are present.) It should be read in conjunction with associated procedures and/or other relevant school policies.

Scoping

We believe all members of the New Zealand Performance Academy Aotearoa community have the right to a safe and healthy work and learning environment. A school environment that protects and promotes the health and wellbeing of the entire school community.

Through our curriculum, we will encourage good decision making about cell phones/device usage and educate on the effects of these when used inappropriately.

New Zealand Performance Academy Aotearoa policy discourages the possession of a cell phone/device on school property. However, if any student chooses to have a device during school hours, the cell phone must be handed in to the front office at the beginning of the day. They will be securely locked in the office area for the remainder of the school day.

Guidelines

At New Zealand Performance Academy Aotearoa, we support the promotion of face-to-face personal interactions and communication.

The New Zealand Performance Academy Aotearoa Board recognises that there are significant personal and academic benefits for our students in restricting the use of cellular phones and any other device that the school deems to be inappropriate at school.

Devices that are deemed inappropriate include but are not limited to, speakers, smart watches, headphones, earbuds, and any other cell phone/device accessories.

These devices have become a significant distraction to the classroom learning environment and students learning, disruptive to the school climate, and compromises everyone's safety and privacy, as well as the academic integrity and authenticity of many classroom assessments, on a daily basis.

For the purposes of this policy, "school hours" begin at the time a student arrives on site each morning until departure from the school site after dismissal.

Cell phones/devices and all functions within the cell phone/devices (i.e., cameras and all other applications) are prohibited for use by students in the following areas: all school buildings and school outdoor areas.

Students on EOTC trips are strongly discouraged to bring their cell phone/device unless they have been communicated that they may do so. If students choose to bring their cell phone/device are subject to the same expectations as they would be at school. Teachers can apply for an exemption on EOTC trips to the cell phone device policy for Health and Safety reasons or the cell phone/device is needed for educational purposes on the trip.

Students using cell phones or other functions on electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to, using the device in violation of our policy, violating school conduct rules, harassing or bullying staff or students, photographing or video recording or using their device for unlawful



purposes will be subject to more severe disciplinary action, up to and including suspension and/or expulsion and may, if applicable be reported to the New Zealand Police.

New Zealand Performance Academy Aotearoa will accept no responsibility for the loss or damage of any cell phone/device on school property.

Our Commitment and Obligation

We will demonstrate our commitment to this policy by ensuring we:

- Include information about our policy in enrolment information, school newsletters and have it on display in appropriate spaces within the school (this may be through the policy being displayed or through associated signage).
- Feature this policy in our induction procedures for new staff, contractors, coaches, and others working within our school's premises.
- Promote all school activities outside of our school's premises as cell phone/device-free unless otherwise stipulated.
- Support our students to use technology appropriately.
- Following documented procedures when dealing with incidences of abuse of technology.

Infringements against school policies may result in disciplinary actions being taken.

We ensure that our policies reflect our obligations to Te Tiriti O Waitangi as well as being inclusive of all groups.

Procedure

Students will read and sign the New Zealand Performance Academy Aotearoa Student Digital User agreement at the start of the year. The conditions and consequences are outlined clearly in the agreement.

If a teacher sees, locates, or observes a cell phone/device the teacher will confiscate the cell phone/device. There will be no warnings. The cell phone/device will be put into an envelope, named, and put in the Front Office by the teacher who has confiscated it. The teacher will put the cell phone/device in the Front Office as soon as practically possible for the teacher.

If any students have a cell phone/device confiscated or does not comply with this policy the following process will take place:

First confiscation:

The cell phone/device will be confiscated and kept in the Front Office. The whānau of the student will be called to come in and collect the cell phone from the Office

Second confiscation:

The student will have a meeting with the Principal, and whānau. There will be a contract clearly made with all around the clarity and understanding of the cell phone rules and regulations at school. Whānau may decide to take the device home with them after the meeting, or cell phone/device will be held for 3 days before being returned.

Third or subsequent confiscation:

The matter is now deemed to be an ongoing behavioural issue and will be continual disobedience. New Zealand Performance Academy Aotearoa will then follow relevant disciplinary procedures.

For Whānau:



As a school we would prefer to work with students and whānau in a positive and collaborative manner rather than having punitive measures in place. However, to maintain a cell phone/device-free environment, clear consequence is needed to ensure that students comply to help keep our school a safe place. Whānau support in this matter would be greatly appreciated.

If whānau need to contact their children during the day, a message can be left at the main office which will be delivered to their student. Whānau may pick up a confiscated cell phone/device at any time.

Date ratified:	3/12/2025
Date reviewed:	