

# YAA Mobile Policy

---

**ACADEMIC YEAR 2025-26**

## Contents Page

### Contents

- 1.0 Policy Overview and Rationale
- 2.0 Bring Your Own Device (BYOD)
- 3.0 Mobile Phone Free Environment
- 4.0 Sanctions
  - 4.1 Confiscated Mobile Phones
- 5.0 Roles and Responsibilities
- 6.0 Exceptions and reasonable adjustments
- 7.0 Monitoring and review of policy
- 8.0 Communication of Policy
- 9.0 Link to other policies
- 10.0 Confiscated items and liability

## Yas American Academy Mobile Policy

### 1.0 Policy Overview and Rationale

Yas American Academy (YAA) accepts that practices around the use of mobile devices are changing and in response to this, allows students to have mobile phones in school predominantly for emergency purposes, before entering and when leaving the school building.

YAA has a duty to create an environment that is calm, safe, and free from distraction so all students, whatever their background, can learn and thrive. Mobile phones risk unnecessary distraction, disruption, and diversion away from learning. We owe it to our students to do what we can to remove distractions and enable them to be fully present and engaged in the classroom. We also owe it to our students to keep them safe at school. By removing mobile phones from the school day, we can create a safe space where pupils are protected from the risks and dangers associated with social media and cyberbullying, as well as the peer pressure and possible stigma associated with owning what are often expensive devices. This is why we at YAA are determined to prohibit the use of mobile phones throughout the school day – not only during lessons but during recess and lunchtimes as well.

### 2.0 Bring Your Own Device (BYOD)

We employ a Bring Your Own Device (BYOD) scheme to facilitate the use of Apple laptops or tablets for learning, such devices should be used following the school's BYOD policy and Information and Communications Technology (ICT) acceptable use policy. Our BYOD policy does not include mobile phones.

### 3.0 Mobile Phone Free Environment

Schools worldwide adopt diverse policies to ensure their schools are mobile-free, relating to the context and age of their student demographics. This can include policies that state mobile phones must be left at home, placed in school lockers, or handed into reception once a student enters the building. At YAA, our policy to achieve a Mobile Free Environment is;

#### **"Never used, seen or heard"**

- Students can keep possession of their mobile phones only on the strict condition that they are never used, seen, or heard – with consequences for breaching this that are sufficient to act as an effective deterrent (see below).
- This approach is enforced vigorously, consistently, and visibly, to the effect that mobile phone use is prohibited throughout the school day.
- Mobile phones are to be switched off and stored in a students' school bag.
- Students must place their phone in the phone pouches provided and locked at the reception area. The phones should only be taken out of the pouches and unlocked at the end of the school day or with permission from Head of Grade or SLT.

### 4.0. Sanctions

If a student is found using their phone (this applies per term. Each student will have a clean slate at the beginning of each term) :

Offence	Description
1st Offence in the classroom	<ul style="list-style-type: none"> <li>Students phone is confiscated by the teacher and handed to the HoG.</li> <li>Students collect from the HoG at the end of the day.</li> <li>De-merit issued on ePraise.</li> </ul>
1st Offence outside the classroom	
2 <sup>nd</sup> offence in school	<ul style="list-style-type: none"> <li>Student phone is confiscated and is collected by a parent or authorized adult on behalf of the parents.</li> </ul>

3 <sup>rd</sup> offence in school	<ul style="list-style-type: none"> <li>Phone is confiscated and a parent only must collect the phone.</li> </ul>
Students Refusal to hand over phone	<ul style="list-style-type: none"> <li>On-Call member of staff to request the students' phone</li> <li>Phone to be handed to Dean of Students and parents notified.</li> <li>Parents to collect the phone.</li> </ul>

#### 4.1 Confiscated Mobile Phones

- If a staff member confiscates a mobile phone, it should be marked with the student's name and handed by that staff member to one of the Head of Grades.
- The HoG will make a note of the incident and the phone is kept with the HoG for safekeeping until the end of the day.
- If a teacher issues a sanction and the student refuses to comply, the teacher must **contact the 'On Call' designated member of staff via email, and copy in the student's Head of Grade.**
- The phone is then kept with the Dean of Students until the parent collects the mobile phone.**

## 5.0. Roles and Responsibilities

### 5.1 Staff

- All staff should consistently enforce the school's policy on the use of mobile phones.
- Staff should not use their mobile phone for personal reasons in front of students throughout the school day. There may be occasions where it is appropriate for a teacher to use a mobile phone or similar device, for instance, to issue homework, issue rewards and sanctions, or use multi-factor authentication.]
- If a teacher issues a sanction and the student refuses to comply, the teacher must **contact the 'On Call' designated member of staff via email, and copy in the student's Head of Grade.**

### 5.2 Students

- All students should be clear on the school's policy on prohibiting the use of mobile phones and should be reminded of the policy, and the consequences and sanctions for not following it, at the start of each school year and again, where appropriate, at regular intervals.
- They are taught the risks that are associated with the use of mobile phones, both in school and more broadly, to ensure they understand the decision being taken by their school to prohibit the use of mobile phones throughout the school day.
- Students are to adhere to the policy at all times during the school day, within lessons, in the corridors, and at any other site(s) on the school's premises.
- Students should also be aware that any misuse of a mobile phone and/or device relating to cyber bullying, distributing images/videos, or any other illegal activity determined by the UAE law, will result in school sanctions, even if these events are conducted outside of school. **Any activity that brings Yas American Academy/Aldar Education into disrepute will result in severe sanctions.**

### 5.3 Parents

- Parents are to adhere to the school's policy and respect this at all times.
- They are to refrain from contacting their children throughout the school day via phone calls, messaging services, and social media.
- Should parents wish to speak to their children, even in an emergency case, they must **call the school reception only.**

## 6.0 Exceptions and Reasonable Adjustments

**Medical Needs:** Students who require access to a mobile phone for medical reasons (e.g., monitoring blood sugar levels for diabetes) must have approval from the school nurse and Head of Inclusion. Documentation must be provided.

**Learning Needs:** If a student with a recognized learning need requires access to a mobile device as part of an Individualized Education Plan (IEP), this must be authorized in writing by the Head of Inclusion.

**Other Exceptional Circumstances:** Any exceptions (e.g., travel arrangements or safeguarding concerns) must be approved in advance by the Head of Grade or a member of SLT.

## 7.0 Monitoring and Review

The policy will be reviewed annually by the School Leadership Team (SLT) and updated based on feedback from students, staff, and parents. Data on phone confiscations, repeated infractions, and parental concerns will be analyzed termly to evaluate the effectiveness of the policy and identify any patterns or areas of concern.

## 8.0 Communication of Policy

The mobile phone policy will be:

- Published on the school website.
- Introduced and explained to students during the first week of the academic year in homeroom.
- Discussed during parent orientation sessions and circulated at the beginning of each term.

## 9.0 Link to Other Policies

Reference that this policy aligns with and should be read in conjunction with:

- Acceptable Use of ICT Policy
- BYOD Policy
- Safeguarding and Child Protection Policy
- Behaviour for Learning Policy
- Anti-Bullying Policy

## 10.0 Confiscated Items and Liability


YAA does not accept liability for the loss, damage, or theft of mobile phones or electronic devices brought onto school premises, even if confiscated and stored by members of staff.

Students bring phones at their own risk. The school recommends students leave mobile phones at home entirely.

---

**Approved by:** Principal | **Date:** August 2025

**Next Review Date:** August 2026

Signed:   
Principal – Ms. Sarah Griffiths