



1 September 2022

**Educating Students on the Proper Use of Mobile Phones**

The use of mobile phones enables parents to contact their children on the way to school and back home. Despite this need, there are a number of functions available on mobile phones that may not be of practical use to secondary school students, e.g. web surfing, listening to music, games, SMS and videos. Bringing mobile phones with such functions to school will not help with the cultivation of a positive learning environment and is against the school's principle that materialism should not be unduly stressed. In view of this, students are not allowed to bring mobile phones to school. However, if there is a genuine need, parents should apply for permission for their child. Parents are strongly advised to pay attention to the following before filing out an application:

**(1) Guidelines for bringing mobile phones to school** (Please refer to the student handbook P.22 for details)

1. Our school forbids students to bring mobile phones to the school campus. Students who have obtained permission should adhere to the written permission issued by the Discipline Committee on **p.47** of the student handbook. Students who have brought mobile phones without prior permission will have their devices confiscated by the Committee. Parents need to come to school in person to claim the mobile phone back.
2. To prevent causing disturbance to school activities, students are required to switch off their mobile phones on the school campus at all times. During school hours, the use of the mobile phone is strictly forbidden. Those who do not comply will be punished accordingly.
3. If students need to bring mobile phones to school for emergency reasons, on the day of bringing the device, parents should state the reasons clearly in the student handbook. After obtaining the permission from the form teacher, students may bring their mobile phones to school for only **ONE** day.

**(2) Educating students on the proper use of mobile phones**

1. Students should use their mobile phones to contact their parents only. They must not use the device for other purposes.
2. Students should take good care of their mobile phones and must be refrained from showing them off to their classmates. Besides, they are advised not to store personal information on the mobile phone to prevent abuses by those with ill intentions.
3. Students should never use their mobile phones to make, transmit or upload videos on to the Internet as these activities may imply legal consequences including but not only violation of personal privacy.
4. The use of the mobile phone is prohibited in quite a number of venues (e.g. public examination venues). Students should have the habit of switching off their mobile phones in such places.

**(3) Tips to Parents**

1. Students should learn how to become independent individuals. Over-reliance on mobile phones should be avoided.
2. If parents only need mobile phones to contact their children, expensive devices with numerous functions clearly are not necessary. Worse still, teenagers may become more materialistic as a result.
3. Parents should pay attention to how students use their mobile phones (e.g. checking their monthly statements, data and call records). They should explain to their children the purpose before purchasing a mobile phone. If students do not use the phone properly, parents have a right to knowing what is going on and this should not be considered as an infringement of personal privacy.

It is of utmost importance for parents and the school to work together to create the best possible learning experience for our students.

Ng Kit Yung  
Principal

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Reply Slip (To be submitted to form teacher on 2 September)

I have read the circular 'Educating Students on the Proper Use of Mobile Phones' and will work together with the school regarding the relevant policies.

Class: \_\_\_\_\_ Class No.: \_\_\_\_\_

Name of student: \_\_\_\_\_

Parent signature: \_\_\_\_\_