



TE WAKA O KAIPARA
NAVIGATE TO SUCCESS.
EKE PANUKU, EKE TANGAROA.



Kaipara College | 36 Rautawhiri Road, Helensville, Auckland 0800 | 09-420-8640 | kaipara.school.nz

Monday 25 March 2024

Kia ora e te whānau,

New [Government legislation](#) requires that all schools must ensure students do not use a mobile phone during the school day. This includes during interval and most of lunchtime, as well as between classes. It also includes school trips and camps that take place during the school day. At Kaipara College the school day begins at 8.45am and ends at 3.00pm.

This law comes into action at the beginning of Term 2, Monday 29th April 2024. Phones should be left at home or turned off and kept in the student's bag during class time (unless the teacher permits use for learning purposes). Phones must also be turned off during interval and the last 35 minutes of lunchtime. At the start of the lunch break there will be a 10-minute window (1:15-1:25pm) during which students may access their phone to respond to any urgent messages. Students who would like to take advantage of this 10-minute window to use their phones must do so in the quad area of the school (or the hall if it is wet). Other than this window, phones should not be visible at all during class time and break times.

Mobile phone connected devices such as smart watches and ear buds are also covered by the legislation. Kaipara College accepts no responsibility for the loss or damage of student property.

The rules and guidelines for phones have been incorporated into our WAKA values.

[Use of phones: Te WAKA o Kaipara slides](#)

Use of mobile phones in school

Mobile phones are not permitted to be used by students at school during the school day (other than the 10-minute window at the start of lunchtime) unless required:

- For health reasons (pass issued by Principal)
- For learning support (pass issued by Principal)
- For curriculum purposes (staff directed)



If you think your student requires the use of a mobile phone outside of the 10-minute window for health reasons or learning support please apply to the principal in writing by emailing principal@kaipara.school.nz providing evidence of the need to use a phone, e.g. a medical certificate

If phones are required for curriculum purposes by the teacher, this will be at the discretion of the teacher.

Breaches of the phone rules include (but are not limited to):

- Using the device when not permitted.
- Any sort of bullying involving digital devices, including online bullying.
- Taking photos or videos of other people without their permission.
- Storing or forwarding of inappropriate messages or content.

Where instances occur of students not following the expectations set out above, in the first instance phones will be taken to the deans' room, where they can be collected after school at 3.00pm by the students. The consequence of any further breaches will involve parents/caregivers collecting the phone from the school when it is convenient for them to do so within school hours. Other consequences may apply depending on the circumstances. Repeated behaviour in not meeting these expectations may be considered an issue of defiance and be dealt with accordingly.

Whānau communication with students

If you need to get in contact with your student during the school day (8.45am - 3.00pm) please contact our Student Centre on 09 420 8640, ext. 926.

All students are required to have their phones switched off and kept in their bag and out of sight for the full school day (except for 10 min. at the start of lunch)

If you choose to leave a text or voice message on your student's phone, please be aware that they will not receive that message until the start of lunch or the end of the school day, when they are allowed to turn their phone back on.

Plans for after school pick-ups, practices and travel plans should ideally be discussed and organised before school starts each day. In the rare event that you need to collect your student from school early, please contact the Student Centre so that they can arrange for them to meet you at reception.

Sickness or injury at school

If your student becomes unwell or is injured at school during the school day, you will be contacted by the nurse or student support.

Emergencies

In the unlikely event of an emergency such as a lockdown or evacuation, all parents and caregivers will be contacted directly by email, text or through the College app, by a staff member.

If you have any questions relating to the phone ban in school, please contact your student's dean.

Ngā mihi nui,

A handwritten signature in black ink, appearing to read 'C. Sullivan', with a long horizontal flourish extending to the right.

Cindy Sullivan
Principal | Tumuaki