

# MARYVALE COLLEGE

Independent Catholic Day School  
PO Box 51698, Raedene, Johannesburg 2124  
[www.maryvalecollege.co.za](http://www.maryvalecollege.co.za)

## Pre-Primary and Primary School

Principal: Mrs K Smith  
Cnr Louis Botha Ave and Cheltondale Rd.  
Orchards, Johannesburg 2192  
Tel: (011) 485 1210/13  
Fax: 086 457 1441  
Email: [primaryadmin@maryvalecollege.co.za](mailto:primaryadmin@maryvalecollege.co.za)



## High School

Principal: Dr R Looyen  
10 St. Mary's Rd.  
Maryvale, Johannesburg, 2192  
Tel: (011) 640 3061/9  
Email: [admin@maryvalecollege.co.za](mailto:admin@maryvalecollege.co.za)

## Cell phone policy

*This policy applies to all learners of Maryvale College. High School & Primary school learners are permitted to have cell phones with them at school. However, there are rules that need to be followed by both parties.*

### 1. Introduction

- 1.1. Maryvale College allows High School learners to have cell phones with them at school.
- 1.1.2 Maryvale College Primary allows the learners to bring them to school, they are handed in each morning and safely stored in their register class.
- 1.2 The College, and its employees, including teachers, administrative staff and support staff, will not take any responsibility whatsoever for the safekeeping of cell phones on the property.
- 1.3 The care of cell phones and their safekeeping rests solely with the owner of the cell phone at the high school. If a primary learner does not hand their cell phone into the register teacher the above statement stands. The College will not investigate any reports of loss or theft of cell phones.
- 1.4 All learners shall adopt safe cell phone usage, and shall not use the cell phone for any form of bullying, texting of unacceptable or inappropriate messages, and distribution of unacceptable or inappropriate images.
- 1.5 The College reserves the right to prohibit any learner or group of learners from possessing a cell phone on college property.
- 1.6 The College reserves the right to amend this policy at any time.

### 2. Use during school hours

- 2.1 Learners may not use cell phones in the classroom during school hours.  
Primary learners may use their cell phones on the instruction of a teacher if needed for the lesson.



- 2.2 A subject teacher may require from time to time that learners use their cell phone during the lesson to take photographs, record demonstrations, or to conduct a web search. Such use is entirely at the discretion of the teacher.
- 2.3 Learners are not permitted to have cell phones with them when writing tests or examinations.
- 2.4 Learners may not use cell phones between lessons or changing classes or at break.

### **3. After school hours**

- 3.1 Primary learners are returned their cell phones at the end of a school day.  
Primary learners are not to use their cell phones at the end of the school day unless granted permission by a member of staff.  
High School learners are free to use their cell phones after school hours.
- 3.2 If learners are involved in an extramural activity, then the same conditions of use as during school hours apply.
- 3.3 Learners should exercise care when using cell phones on the way to and from school.
- 3.4 Due to Covid and the POPIA , learners should not allow other learners use of their cell phones.

### **4. Non-compliance with this policy**

Should a learner not adhere to this policy, the following steps may be taken:

- 4.1 The cell phone may be confiscated for seven days and the learner will be liable to pay a R200 fine before the phone is returned to the learner.
- 4.2 The learner may be prohibited from having a cell phone in their possession.
- 4.3 Serious infringements, such as cyber bullying, displaying inappropriate images or texts, is deemed a schedule 3 offence and may lead to expulsion.

This policy was adopted by the School Management on \_\_\_\_\_

This policy has been made available to school personnel and is readily accessible to parents and learners on request.

This policy will be reviewed and updated every year.

Signed \_\_\_\_\_  
Chairperson of the Board

Date: \_\_\_\_\_

Signed \_\_\_\_\_  
Principal

Date: \_\_\_\_\_

Signed \_\_\_\_\_  
Educator Representative

Date: \_\_\_\_\_

