



INTERNATIONAL
AMERICAN SCHOOL
OF WARSAW

Mobile Technology Policy

Approved by: SLT

Date: 07/2025

Review: 08/2026

Contents

Purpose of policy	3
Definitions	3
Procedures for Mobile Technology Use	3
Consequences for Misuse	4
Special Cases	5

Purpose of policy

This policy aims to manage the use of mobile technologies at IAS to leverage their educational benefits while minimizing potential disruptions. Mobile technologies, defined as portable electronic devices with internet access (e.g., mobile phones, smartwatches, tablets, laptops), offer significant opportunities for learning, but also present challenges within the educational environment. This policy seeks to navigate these aspects to foster a productive and respectful learning atmosphere. These rules apply to **all D18 classes** (including PE, Art, and projects) and **all school activities** (including school events, field trips, and "green school" activities).

Definitions

Mobile Technology: Any electronic device designed to be carried on the person (e.g., in a pocket, purse, or bag) that has the capability of storing or accessing information via the internet. This includes, but is not limited to, mobile phones, smartphones, smartwatches, tablets, and laptops. Devices primarily used for reading, such as e-readers (e.g., Kindles), are generally permitted during teacher approved times.

D12: Refers to the Dembego 12 building of the International American School which encompasses grades K-4.

D18: Refers to the Dembego 18 building of the International American School which encompasses grades 5-12

Procedures for Mobile Technology Use

- **D12:** No electronics are permitted in this building.
- **D18 in Class:** Teachers can allow students to use mobile devices during a lesson if it's part of the lesson. If teachers allow students to use a device, teachers will tell students clearly, and they'll watch to make sure students are using it correctly.
- **When Not in Use:** Unless students are using a device for a lesson or during the lunch break, the mobile device needs to be out of sight and not causing any problems. This means it should be in the **phone pockets**, not on the table, in a pocket or bag.

- **Breaks:** Students can use their mobile device during the **main lunch break** and the **afternoon snack break**. At other times, it's not allowed in the classroom unless the teacher allows it for a specific activity.
- **If a Device Causes a Problem:** If the mobile device disrupts a lesson, the teacher will **take it** and leave it at the main office after class.

During Break Times (15-minute AM / Lunch / 10-minute PM)

When not in class, devices should be used carefully and respectfully, following the school's Internet Usage Policy.

Consequences for Misuse

Here's what happens if the device is taken:

- **First and Second Instance:** Students pick up their device from the office at **3:10 PM** on the same day.
- **Third Instance:** Students whose phone has been confiscated two times must **turn in all their mobile devices** to the office every morning and pick them up in the afternoon for **two months**. During this time, they won't be able to use their devices in class at all.
- **Further Instances:** If it happens again after this two-month period, students will **lose their device** during school hours for the rest of the school year.

BYOD - Bring Your Own Device

Students in grades 9-12 are required to bring their own device to participate in lessons which require technology. Teachers will communicate to the students when the device is required in advance. The type of device this policy refers to is a tablet or laptop which has keyboards. Mobile phones are not an appropriate substitute. At all times, devices should be used carefully and respectfully, following the school's Internet Usage Policy.

Special Cases

- **ESL Students:** Students in the ESL program are instructed to use electronic dictionaries **for assistance in translating all assignments** during lessons. However, for official school exams, they can only use paper dictionaries.
- **Exams:** Using **any electronic device** during an exam (except for calculators when they are allowed) will be considered **cheating**. This will result in a serious consequence (a "Stage 3") and a meeting with school administration to decide what happens next.