



LETTER CIRCULAR

Date: 23rd February 2023

Ref: DES 07/2023

To: Permanent Secretary, Directors General, CiO, Directors, Heads of College Network, Heads of State Primary, Middle and Secondary Schools

Subject: Students' Mobile Phones in Schools

The use of mobile phones is normally not required at any time by students during the school day where interaction takes place in person. Heads of School are reminded that Letter Circular OPS/11/2001 is still in force and this is being clarified and updated as follows:

- Use or possession of mobile phones by students on school premises is prohibited.
- Head of School may authorise students to bring a mobile phone only in exceptional circumstances and normally upon evaluation of a written justification by parents/carer. In such cases, phones:
 - may be deposited at a suitable safe location administered by the school OR students may be allowed to keep their phone switched off in their school bag
 - phones may not be removed from the school bag, transferred to other students, or be switched on
 - the school is in no way responsible for the device.
- Use of mobile phones in connection with Continuous Blood Glucose Monitoring devices is to be allowed in line with Letter Circular DES 19/2022.
- Unauthorised possession and/or use of mobile phones is to lead to:
 - the automatic confiscation of the device for a minimum period of 20 school days (SIM may be returned if removed by student).
 - the 2nd instance of unauthorised possession will lead to confiscation of the device until the last day of the scholastic year

It is understood that in certain circumstances, students may need to contact relatives while at school and in this respect, they are to be assisted with making necessary phone calls using school facilities.

Heads of School are requested to inform parents/carers about the content of this circular.

Emile Vassallo
Director General
Department for Educational Services