



MOBILE PHONE USAGE POLICY

Preamble:-

In recognition of the growing role of mobile technology in contemporary life, and its potential to both support and disrupt the teaching-learning environment, this Mobile Use Policy is framed to guide the responsible and constructive use of mobile devices within the college campus. While mobile phones and similar devices offer opportunities for enhanced learning, communication, and connectivity, their misuse can impede academic focus, infringe on privacy, and affect discipline.

This policy aims to strike a balance between leveraging mobile technology as a learning aid and ensuring an environment conducive to academic excellence, respect, and mutual responsibility. It is guided by the values of the institution, and seeks to promote digital citizenship, self-regulation, and integrity among all stakeholders.

1. Purpose

This policy is established to regulate the appropriate use of mobile phones by staff and students to maintain an environment that is conducive to learning, teaching, and professional work, while respecting the rights and privacy of others.

2. Scope

This policy applies to:

- All students enrolled in academic programs
- Teaching and non-teaching staff
- Visitors and external guests, where applicable



3. General Guidelines

3.1. Permitted Use Areas

- **Classrooms, Laboratories & Library:** Mobile phones must be switched off or kept on silent mode unless explicitly permitted by the faculty for academic use.
- **Administrative Offices & Staff Rooms:** Professional and discreet use is permitted.

3.2. Prohibited Activities

- Recording audio/video or taking photos **without consent** within campus.
- Using phones for gaming or social media during lectures or official college events.
- Any use that results in academic dishonesty (e.g., cheating during exams).
- Engaging in cyber bullying or harassment via mobile devices.
- Loud ringtones or speakerphone usage in academic or professional settings.

4. Academic Use

- Mobile phones may be used as **learning aids** during lectures or practical sessions **only with the prior permission** of the faculty.
- Faculty may integrate educational apps or platforms (e.g., Google Classroom, Kahoot) where relevant.

5. Faculty & Staff Guidelines

- Must lead by example in responsible mobile usage.
- Avoid using mobile phones during active teaching or while supervising students.
- May use phones for coordination, emergencies, or academic purposes.

6. Emergency Use

- In case of emergencies, students and staff may use mobile phones with discretion.



- Parents or guardians needing to contact students in emergencies should do so through the College Office.

7. Enforcement and Disciplinary Measures

7.1. Students

- **First Violation:** Verbal warning
- **Second Violation:** Confiscation of device for 24 hours
- **Repeated Violations:** Parental notification and disciplinary action as per student code of conduct

8. Exceptions.

- During college-organized trips or fieldwork, mobile use will follow specific instructions issued by accompanying faculty.

9. Policy Review

This policy shall be reviewed annually by the **IQAC** and updated as required to reflect changes in technology and educational practice.

10. Conclusion

Responsible use of mobile phones enhances productivity and learning, while misuse can disrupt academic and professional environments. Let us all uphold the dignity and discipline of Ganpat Parsekar College of Education through mindful mobile use.



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