

NAME OF POLICY	USE OF MOBILE PHONE IN CLASSROOMS POLICY
Number	WU-2025-ACAD-0004
Sponsor	Vice Chancellor
Owner & Administrator	Quality Assurance Office
Approver	Senate
Review Committee	Policy Drafting Committee
Effective Date	1 July 2025
Review Cycle	Every Two Years

Policy Purpose

The policy on the use of Mobile Phone outlines the non-use of mobile phones including smartphone and tablets during class sessions.

Scope

This applies to all students and lecturers during all class sessions within the university.

Policy Guidelines

1. Non-Use of Mobile Phone

1.1 For Students: Students should not bring their mobiles into class sessions. All mobile phones should be dropped in the designated basket provided at the door of the classrooms. Emergencies may occur that will require students to be in communication with family members during lecture breaks.

1.2 For Lecturers: Lecturers should not bring their phones to the classrooms and may need to drop their mobile phones in their offices because of the proximity between their offices and the classrooms.

2. Implementation & Enforcement:

2.1 Lecturers and academic staff have the authority to enforce this policy within their classrooms.

3. Exceptions

3.1 Students with **special needs** requiring phone use for medical or accessibility reasons must inform lecturers in advance and provide proper documentation.