



St. Patrick's NS Strangsmills

Mobile phone policy

Devised: 2023

www.strangsmillsns.ie
16875G

Mobile Phone & Electronic Device Policy

Introductory Statement

This policy was drawn up in response to technological advances, which have seen a significant increase in mobile phone, electronic devices and smart devices amongst the school population over recent years. (A smart device is any device capable of recording audio/video or device with an ability to send/receive messages or calls)

Relationship to School Ethos

The unauthorised use of mobile phones and other smart gadgets contravenes the provision of a safe and secure school environment conducive to learning, a provision which is central to the mission statement and ethos of St. Patrick's NS.

Aim of the policy

- To inform all members of our school community about the appropriate use of mobile phones/smart devices at our school. To outline the procedures and processes of this policy.
- To lessen intrusions on and distractions to children's learning

Guidelines and Procedures for Children

The following are the guidelines for mobile phone/smart devices usage in the school;

- The use of personal mobile phones and other personal devices by children who attend the school is not allowed while the children are in the care of the school staff, while at school, on trips from the school or involved in extra-curricular activities. The children should, therefore, not bring mobile phones and other smart devices to school or when engaging in school-related activities.
- Children who need to contact home during school hours may do so through the School Secretary using the School landline phone 051 874474
- A child who brings a mobile phone/smart device to school must present it to his/her class teacher, with **written permission** from his/her parent/guardian to have the phone in school, immediately on entering the classroom.

- The mobile phone/smart device will be returned to the pupil at home time.
- If pupils use mobile phone/smart device in school, without permission from the teacher, the phone/device will be confiscated and returned to the parent/guardian only.
- Every mobile phone/smart device must be labelled in a bag with the child's name on it.
- On occasions where pupils have permission to bring mobile phone/smart device to school related activities, outside the school grounds, school rules still apply. Phones remain switched off until the teacher give permission to do otherwise.
- Rules for the use of mobile phone/smart device will be explained to the relevant classes.
- The school accepts no responsibility for lost or damaged mobile phone/smart device
- The use of School owned electronic devices (iPads/ chromebooks/laptops etc.) is strictly under the supervision of staff and in line with our Acceptable Usage Policy.
- Additionally, the school staff and Board of Management will organise and communicate about regular educational talks by experts for pupils, parents and staff to endeavour to keep pupils and parents educated on any risks associated with mobile phones, tablets or internet enabled devices – such as cyber bullying, social media security and content.

Guidelines and procedures for Staff

- Staff personal calls and texts are ordinarily confined to break times (but not while on yard duty or supervising classes).
- All staff should have their phones on silent during class time. Staff should not use their phones for personal reasons during teacher-pupil contact time.
- It is acknowledged that teachers and SNAs may need to be contactable by their family / their children's school etc. so phones may be left in view (while on silent) during the school day.
- In exceptional circumstances staff may, with the permission of the principal, have their phones on for a period.

- Personal phones should never be used to take photographs of children. Instead school tablets or school camera should be used for official school photography. *(Please see our Data Protection Policy for storage of photos)*

Implementation, Review and Communication

The Board of Management will monitor the implementation of all aspects of this policy and amend as required. The policy will be reviewed, as necessary, in the light of experience.

Ratification

This policy was adopted and ratified by the Board of Management on *January 31st 2023*.

Signed: _____ **Date:** _____

Kieran Leahy

Chairperson, Board of Management