



Coláiste na Carráige

Mobile Phone Policy

1 Purpose

- 1.1 This policy is designed to ensure that potential issues arising from the possession and use of mobile phones can be clearly identified and addressed.
- 1.2 Coláiste na Carraige has established the following policy for mobile phones that provides teachers, students and parents with guidelines and instructions for the appropriate use of mobile phones.

2 Rationale

- 2.1 Coláiste na Carraige accepts that parents give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can speak with their child quickly, at any time. However, during school hours, Coláiste na Carraige gives the assurance that, should a parent urgently need to contact their child/children(or visa-versa), this can be done using the school phone. It is vitally important to ensure that there is no disruption to classes from mobile phone and that they are not used inappropriately. Consequently there is no need for a student to take a mobile phone to school.

3 Policy

- 3.1 The use of mobile phones is banned from Coláiste na Carraige for students during school hours, except under the following circumstances:
 - During school excursions and extra-curricular activities where a student may need to arrange collection or inform parent/guardian of arrival time. When students are away on overnight stays, a teacher contact number will be provided.
 - When permission is granted to the student by the teacher in charge to use their mobile phone for educational purposes.

Outside of the above conditions students are not permitted to use their mobile phones at all during the day, including at break, lunchtimes or evening study.

Parents are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact. The school assures parents that their children can be reached quickly and assisted in any appropriate way.

If a student needs to make a telephone call during the day they must ask permission from the class teacher, Deputy Principal or Principal and a school telephone may be used, if deemed appropriate.

4 Confiscation and Sanctions

Students who are found using mobile phones in the school will have the phone confiscated. The following procedure will apply.

- ◆ The phone is to be turned off, in the presence of the student.
- ◆ It is to be handed into the office where the following details are recorded; the students name, the date, the class/period in which the phone was confiscated and the teachers name.
- ◆ The phone is then put into an envelope, sealed and the name of the student put on the outside.
- ◆ It is then lodged in the Principals Office and stored away.

Sanctions

- ◆ The phone may be collected by a parent/guardian upon payment of a €10 fine. Should the mobile phone be confiscated a second time from the same student, the phone will not be returned until the beginning of the next term. It can be retrieved by a parent/guardian on payment of a 10 euro fine. Should a phone be confiscated a third time from the same student it will be held by the school until the end of the academic year when it can be retrieved on payment of the 10 Euro fine.

5 Extra curricular Situations

In the circumstances where students are travelling away to matches, debates, quizzes etc, students are permitted to take their mobile phones with them, in case it is necessary to contact home.

- 5.1 Students are recommended to mark their mobile phone clearly with their name.
- 5.2 Mobile phones which are found in the school and whose owner cannot be located should be handed in to the office.
- 5.3 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. Their safety and security is wholly the responsibility of the student.

5.4 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones. Students must keep their password/pin numbers confidential. Mobile phone and/or passwords should not be shared.

6 Inappropriate conduct

6.1 Any student/s found using a mobile phone to gain advantage in exams or assessments will face disciplinary action as sanctioned by the school.

6.2 Any student who uses vulgar, derogatory, or obscene language while using a mobile phone will face disciplinary actions as sanctioned by the school.

6.3 Students using mobile phones may not engage in personal attacks, harass another person, or post private information about another person by using SMS messages. The taking sending or posting photos or objectionable images or comments is forbidden. Students using mobile phones to bully or harass other students or staff will face disciplinary actions as sanctioned by the school.

It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person (Section 10 of the non-fatal offences against the person Act 1997). Therefore it may be necessary for the school to inform the Gardaí and/or Child Protection/Support Services.

This Policy was adopted and ratified by the Board of Management of Coláiste na Carraige.

Signed:

Signed:

Chairperson

Principal

Date _____

Date _____

Review Date _____