



## Procedures regarding Student Mobile Phones

2023

### AIMS & OBJECTIVES:

- To ensure that Teaching and Learning can proceed without interruption in every classroom across the school day.
- To assist in the prevention of bullying via mobile phone/device.
- To protect all members of the school community from uninvited attention via mobile phone/internet, camera or video technology.

**Code of Practice Procedures:** Mobile phones\* can only be used for educational purposes in a classroom setting when a teacher is present and has given explicit instruction for the use of a mobile phone/device to be used for a specific educational purpose.

At no other stage can a mobile phone/device be used within the school building or grounds. All mobile phones must be turned off for the duration of the school day and the whole time that students are in the school grounds for. Turning a phone on 'silent' is not the procedure as at times, depending on the set up, a mobile may still ring and disrupt a class.

- Students who use their phones outside of this setting will be reminded of the school rule firstly. The school phone at the front office is the ONLY phone to be used when contacting home. Students are not allowed to text or phone from their mobiles nor use any other apps to communicate with anyone else from the time that the student enters the school until the time that the student leaves the school grounds.
- Flagrant disregard of this rule will mean that the student's phone will be confiscated and passed to their Year Head, who will follow our procedures regarding return of phone. Refusal to hand over one's mobile phone will be regarded as a serious breach of our school's code of behaviour and could lead to a more serious sanction.
- If a parent needs to contact a student they may do so by ringing the office on 045 868152. Parents/Guardians, please DO NOT contact your son/daughter via their mobile phone as this may lead to unforeseen consequences.
- If a student urgently needs to communicate with their parent/guardian, permission must be sought from their tutor/Year Head, Deputy or Principal and they must only use the school phone at the front office.
- For students who take supervised study or are on a school activity where a mobile phone/device is necessary to arrange for collection etc., students may only use their device after the activity and with the express permission of the teacher in charge.
- Any intentional or unintentional breach of personal data protection/GDPR rules within the school because of the use of mobile phone/device photography/videography/audio recording etc. is illegal. Students must not record/send or upload any photos/audio/video taken in school without the express permission of the Principal. Any student who breaks this rule and shares data with any person/s or uploads to an internet site is considered to be breaking this school rule.

\*Mobile phones in this case also refer to cameras and all other electronic devices including any other wearable device with audio/video/internet capability and/or recording capability.