

## Mobile Phone Policy Scoil Mhuire N.S. Ballyboden



**Roll number: 19490B**

**School Patron: Dr. Dermot Farrell, Roman Catholic Archbishop of Dublin.**

### 1. Introduction

The board of management of Scoil Mhuire has developed and ratified this policy document to provide our staff members, our pupils and their parents / guardians with clear regulations on the use of and the holding of mobile phones by our pupils during the school day.

### 2. Regulations for mobile phones

The Board of Management strongly advises parents and guardians not to allow their children to bring mobile phones to school. Parents and Guardians should contact the school through the office on (01) 493 1967 or on the HSCL coordinator's number (089) 466 9837 during the school day if they need to get a message to their child.

When parents / guardians deem it absolutely necessary for their child to have mobile phone with them at school then:

- a) Mobile phones are not to be used by our pupils during the school day.
- b) Mobile phones must be switched off at the school gate, on arrival at school and must be left off for the entire school day. They may not be switched on until the pupil has left the school grounds, at the end of the school day.
- c) All mobile phones must be left at the secretary's office for the duration of the school day. They must be collected by the owner of the mobile phone after the teacher has dismissed the class, at the end of the school day.
- d) Mobile phones must also be switched off during all school related activities after normal school hours.
- e) Taking a photo, video or sound recording with a mobile phone is to be regarded as a serious breach of school rules.
- f) Mobile phones are the sole responsibility of the pupils. The school can take no responsibility for loss or damage to any mobile phone brought onto the school grounds.

### 3. Sanctions

- a) First offence: When any pupil is found with a mobile phone during the school day, the staff member will take the phone from the pupil and bring it to the office to be stored until the end of the school day. The pupil may collect the phone after 2:30pm. The principal will be informed. The pupil's class teacher will inform the parents/guardians by a note in the pupil's school journal which they will be required to sign.
- b) On any subsequent occasion when a pupil is found to have a mobile phone, the staff member will take the phone from the pupil and bring it to the office to be stored, until the child's parents or guardians come to the school themselves, to meet the principal and collect the phone. The parent or guardian will be strongly encouraged not to allow their child have a mobile phone at school. If they still want their child to carry a mobile phone to school, they must provide the principal with cogent reason to explain why they believe it is necessary.

### Review

The policy will be reviewed regularly in the light of experience. It will be reviewed by the Board of Management at least every three years. Any staff member, board member, parent or guardian who is unhappy with the content or the implementation of this policy may request a review at any time and such a request will be dealt with as quickly as possible. Next review of this policy will occur as stated below.

### Publication

This policy will be made available to parents / guardians at the time of application for enrolment and by request at any time from the office. This policy will be available on the school's website for public access and on the school's 'Google Drive' and server to staff.

**Ratified by Board of Management on:**

21/2/23  
Date: 21<sup>st</sup> February 2023

**The board undertakes to review this policy again before the end of October 2025**

On behalf of the Board of Management

**Signed:**

  
Chairperson, Board of Management  
Fr. John Hughes, OSA

  
Principal,  
Ms. Máire Marnell