



# Mobile Phone Policy

**Ratified by the Board of Management on Wednesday  
25<sup>th</sup> of February 2026**

**Introduction:**

Schools are required to implement a policy to restrict the use of and access to, personal mobile phones by students in all recognised schools for the duration of the school day.

The policy is intended to support schools, in:

- Improving the learning environment in schools by reducing distraction.
- Reducing the risk of cyberbullying and access to inappropriate content during school hours.
- Increasing traditional social interactions between students at school break times.

This policy will build on existing school policies in this area and will enable children and young people to disconnect from their online world and connect more with their peers for the duration of the school day. The restriction on the use of phones does not apply to travel to and from school or during after school activities/study, which may be managed in accordance with school's discretionary procedures.

All students are required to place their mobile phone device in a Phone Locker Pouch, which is locked once they are on school grounds and can only be accessed if enabled by an unlocking device located in the school or by a staff member or when leaving school grounds.

**Background:**

Schools play a vital role in promoting wellbeing and mental health by equipping children and young people with the knowledge, skills, and competencies to deal with the challenges that may impact on their wellbeing.

It is recognised that technology is ever evolving and increasingly part of everyday life. However, excessive mobile phone use, and screentime generally, can have a detrimental impact on students' concentration and academic performance. Ensuring that students are not using their mobile phone for personal use during the school day can help to address these issues and foster an environment more conducive to learning, as well as supporting in-person engagement with their peers.

The policy to restrict the use of phones by students during the school day, outside of limited exceptions, will enable schools to provide a phone free environment, to support students' wellbeing, concentration, academic performance, and development. It will provide a space for children and young people to disconnect from their online world and can assist in supporting them to become less dependent on their mobile phones.

Research including the UNESCO Global Education and Monitoring Report "Technology in Education a tool on whose terms", and the Norwegian Screen Use Committee on the

impact of the use of mobile phones during the school day on wellbeing and academic performance, will continue to inform department policy and resources in this area.

**Daily Procedure:**

**Once a student arrives on the school premises, they are not allowed to use their phone.**

Once a student arrives to school they must:

1. Turn off their phone.
2. Place their phone inside their Pouch and lock the pouch.
3. Store the pouch in their bag or locker for the school day.

Students can access their phones on leaving at the designated areas in the school. Students must bring their Pouch to school with them each day and present to a member of school staff if asked to do so. Students that go home at lunchtime and if they bring their bag with them, it is their responsibility to ensure the phones are locked back in the pouch before re-entering the school premises.

Students arriving late or leaving early will pouch/unpouch their phones in the designated areas that have been communicated to them. Contact from home will be done through the school office and in instances where students need to contact home this will be through the Principal or Deputy Principal(s).

On school trips use of mobile phones is at the discretion of staff members leading the trip. On overnight trips phones will be locked in the pouches each night and released in the morning.

The use of phones for taking photographic or video footage is forbidden, unless under the guidance of a staff member. The posting or circulation of any such unauthorised recordings is forbidden.

The school authorities accept no responsibility for the safety or the security of the mobile phone. Student's phone should be locked into their pouch and stored in their bag or locker. The loss or damage to the phone is the responsibility of its owner.

Students are strictly prohibited from installing any VPN (virtual private network) applications or browser extensions or game emulators on school devices. Staff members may not use their phones but may have to use phone for school related activities such as sending a message or making a call to management.

**Exemptions:**

Exemptions will only apply for medical, wellbeing or specific practical reasons, or for reasons related to a students' special educational needs. The exemptions should allow students to access their phones for specific reason outlined in the exemption, and not for general use.

**The examples below are not exhaustive and consideration will be needed on a case by case basis.**

Examples of some of the possible issues where exemptions are justified may include but are not limited to:

- Diabetes blood glucose monitor and/or insulin delivery mechanism.
- Blood pressure monitoring.
- Seizure conditions where monitoring via a mobile phone app is needed.
- Mental health conditions, where communication with parents/guardians on an unrestricted basis is needed.
- Additional/special educational needs, for specific tasks relating to a student's visual impairment, hearing impairment, speech and language impairments.
- Access by an English as an Additional Language (EAL) student to specific applications to support language.

#### **Sanctions:**

If a student is seen with a phone or is using a phone during the school day, the student will be issued with an evening detention for the following day. The phone will be confiscated from the student for the day. The same sanction will apply for not having their phone in the pouch during the school day.

For repeated breaches of the above the student will be suspended.

Tampering with the pouch in any way is considered a violation of the school policy and will result in a sanction.

#### **Damaged or Lost Pouch:**

Any loss or damage of the Pouch, which renders it unusable will result in the student purchasing a new Pouch at a cost of €20. The student's phone will be kept in either the Principal's or Deputy Principal's office until a new pouch is purchased. Students also have the option of leaving the phone at home. Pouches will be collected at the end of the academic year and will be kept in the school over the summer.

#### **Forgotten Pouch:**

If a student forgets their Pouch, the student will be asked to leave their phone in the care of the Deputy Principal(s) office for the day.

If a student consistently forgets their Pouch, it will be considered lost. Please refer to the Lost Pouch section above.

This policy is available on the school website and is regularly reviewed.