Luttrellstown Community College
Coláiste Pobail Bhaile Lotrail
Coláiste na Tulchann f/ch LCC

05/10/2026

Dear Parents/Guardians,

I am writing to inform you of an important change to the management of mobile phones in Luttrellstown Community College.

Following the publication of Department of Education and Youth Circular 0045/2025, all recognised schools are required to restrict students' use of and access to personal mobile phones for the duration of the school day, including break and lunchtime while on campus. The purpose of this national measure is to reduce distractions, support student wellbeing and learning, reduce the risks associated with cyberbullying and inappropriate online content, and encourage greater face-to-face interaction between students. Following consultation with our school community, our Mobile Phone Policy has now been fully ratified by the Board of Management.

How will the pouches work?

Every student will be issued with their own individual phone pouch before the October midterm break. The pouch will remain the property of Luttrellstown Community College; however, students will keep their assigned pouch and will be responsible for bringing it to school with them each day. The new system will come into effect on the first day students return to school following the October midterm break.

From that date, students will be required to place their mobile phone into their pouch before they enter the school building each morning and securely lock it. The phone will remain inaccessible while secured in the pouch. At the end of the school day, students will be able to unlock their pouch at the designated unlocking points as they leave the school. This reflects the procedures set out in our ratified Mobile Phone Policy. The pouches are specifically designed for this purpose and use a secure locking mechanism.

Student responsibility

Students will be responsible for looking after their assigned pouch and bringing it to school every day. If a student forgets their pouch, a temporary pouch will be issued for that day and must be returned to the school office before the student leaves. As outlined in our policy, loss of or intentional damage to an assigned pouch will incur a €20 replacement fee. Students who purchase food from the school canteen should also be aware that mobile phones cannot be accessed for payment during the school day. Students who currently use Revolut or another payment method through their phone will therefore need to bring a physical Revolut card or other payment card to make purchases at the canteen.

Bóthar Bhaile an Phoirtéaraigh, Cluain Saileach, Baile Átha Cliath 15.
Porterstown Road, Clonsilla, Dublin 15.

fón *phone:* 01 8228060 **rphost** *email:* info@luttrellstowncc.ie
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Príomhoide: Siobhán Moran
Príomhoidí Tánaisteacha: Dáithí Ó Murchú, Rachel McGrath agus Denise McNamee

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We would ask parents/guardians to support us by reminding students to bring their pouch with them each morning.

Medical needs and exceptional circumstances

We recognise that some students may need access to a mobile phone for a documented medical need. Appropriate arrangements, including modified pouches where required, will be made in these circumstances in accordance with our Mobile Phone Policy. The Department's guidance specifically provides for exemptions based on medical, wellbeing, practical or special educational needs.

Contacting your child during the school day

If you need to contact your child urgently during the school day, please contact the school office and we will ensure that the necessary information is passed on. Similarly, if a student needs to contact home during the school day, this can be facilitated through the school.

Our aim is not simply to remove phones from the school day. We want to create an environment in which students can focus more fully on their learning, engage with one another during break times and have an opportunity to disconnect from their phones during the school day.

As with any new whole-school initiative, there will be an adjustment period. We will work with students to ensure that the new arrangements are clearly understood and implemented consistently.

Our fully ratified Mobile Phone Policy is available on the college website, and I would encourage all parents/guardians and students to familiarise themselves with it before the new arrangements commence.

We greatly appreciate your support and cooperation as we introduce this important change across our school community.

Kind regards,

Síobhán Moran
Principal
Luttrellstown Community College

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A Thuismitheoirí/Caomhnóirí,

Táim ag scríobh chugaibh chun sibh a chur ar an eolas faoi athrú tábhachtach maidir le húsáid agus bainistiú fóin phóca i gColáiste Pobail Bhaile Lotrail.

Tar éis fhoilsiú Chiorclán 0045/2025 ón Roinn Oideachais agus Óige, ceanglaítear ar gach scoil aitheanta srian a chur ar úsáid agus ar rochtain scoláirí ar fhóin phóca phearsanta ar feadh an lae scoile, lena n-áirítear am sosa agus am lóin ar champas na scoile. Is é cuspóir an bhirt náisiúnta seo ná seachráin a laghdú, tacú le folláine agus foghlaim na scoláirí, na rioscaí a bhaineann le cibearbhulaíocht agus ábhar míchuí ar líne a laghdú, agus tuilleadh idirghníomhaíochta duine le duine a spreagadh i measc scoláirí.

Tar éis dul i gcomhairle lenár bpobal scoile, tá ár bPolasaí Fón Póca daingnithe go hiomlán anois ag an mBord Bainistíochta.

Conas a oibreoidh na púitsí?

Tabharfar púitse fóin aonair do gach scoláire roimh shos lár téarma mhí Dheireadh Fómhair. Fanfaidh an púitse ina mhaoin de chuid Choláiste Pobail Bhaile Lotrail; coinneoidh na scoláirí an púitse a shanntar dóibh, áfach, agus beidh siad freagrach as é a thabhairt ar scoil leo gach lá. Tiocfaidh an córas nua i bhfeidhm ar an gcéad lá a fhillfidh na scoláirí ar scoil tar éis shos lár téarma mhí Dheireadh Fómhair.

Ón dáta sin ar aghaidh, beidh ar scoláirí a bhfón póca a chur isteach ina bpúitse agus é a ghlasáil go daingean sula dtéann siad isteach i bhfoirgneamh na scoile gach maidin. Ní bheidh rochtain acu ar an bhfón fad a bheidh sé faoi ghlas sa phúitse. Ag deireadh an lae scoile, beidh scoláirí in ann a bpúitse a dhíghlasáil ag na pointí díghlasála ainmnithe agus iad ag fágáil na scoile. Tá sé seo ag teacht leis na nósanna imeachta atá leagtha amach inár bPolasaí Fón Póca daingnithe. Tá na púitsí deartha go sonrach chun na críche seo agus tá córas glasála slán iontu.

Freagracht na scoláirí

Beidh scoláirí freagrach as aire a thabhairt don phúitse a shanntar dóibh agus as é a thabhairt ar scoil gach lá. Má dhéanann scoláire dearmad ar a phúitse, tabharfar púitse sealadach dó/di don lá sin agus caithfear é a thabhairt ar ais chuig oifig na scoile sula bhfágann an scoláire an scoil. Mar atá leagtha amach inár bpolasaí, gearrfar táille athsholáthair **€20** má chailltear púitse nó má dhéantar damáiste d'aon ghnó dó.

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Ba chóir do scoláirí a cheannaíonn bia i gceaintín na scoile a thabhairt faoi deara freisin nach mbeidh siad in ann rochtain a fháil ar a bhfón póca chun íocaíocht a dhéanamh i rith an lae scoile. Dá bhrí sin, beidh ar scoláirí a úsáideann Revolut nó modh íocaíochta eile ar a bhfón faoi láthair **cárta fisiciúil Revolut nó cárta íocaíochta eile** a thabhairt leo chun íoc as bia sa cheaintín. Iarraimid ar thuismitheoirí/chaomhnóirí tacú linn trí mheabhrú do scoláirí a bpúitse a thabhairt leo gach maidin.

Riachtanais leighis agus cúinsí eisceachtúla

Aithnímid go bhféadfadh rochtain ar fhón póca a bheith ag teastáil ó roinnt scoláirí mar gheall ar riachtanas leighis atá doiciméadaithe. Déanfar socruithe cuí, lena n-áirítear púitsí oiriúnaithe nuair is gá, sna cúinsí seo de réir ár bPolasaí Fón Póca. Foráiltear i dtreoir na Roinne d'eisceachtaí ar chúiseanna leighis, folláine, praiticiúla nó riachtanais speisialta oideachais.

Teagmháil a dhéanamh le do leanbh i rith an lae scoile

Más gá duit teagmháil phráinneach a dhéanamh le do leanbh i rith an lae scoile, déan teagmháil le **hoifig na scoile** agus cinnteoimid go gcuirfear an t-eolas riachtanach ar aghaidh. Ar an gcaoi chéanna, más gá do scoláire teagmháil a dhéanamh leis an mbaile i rith an lae scoile, is féidir leis an scoil é sin a éascú.

Ní hé an aidhm atá againn ach fóin a bhaint den lá scoile. Is mian linn timpeallacht a chruthú inar féidir le scoláirí díriú níos fearr ar a gcuid foghlama, caidreamh agus idirghníomhaíocht a dhéanamh lena chéile le linn amanna sosa, agus deis a bheith acu dícheangal óna bhfóin i rith an lae scoile. Mar is amhlaidh le haon tionscnamh nua uile-scoile, beidh tréimhse choigeartaithe ann. Oibreoimid leis na scoláirí lena chinntiú go dtuigtear na socruithe nua go soiléir agus go gcuirtear i bhfeidhm iad ar bhealach comhsheasmhach.

Tá ár bPolasaí Fón Póca, atá daingnithe go hiomlán, ar fáil ar shuíomh gréasáin an choláiste, agus mholfainn do gach tuismitheoir/caomhnóir agus scoláire é a léamh agus iad féin a chur ar an eolas faoi sula dtiocfaidh na socruithe nua i bhfeidhm. Táimid fíorbhuíoch as bhur dtacaíocht agus bhur gcomhoibriú agus an t-athrú tábhachtach seo á chur i bhfeidhm againn ar fud ár bpobal scoile.

Le dea-mhéin,

Siobhán Moran
Príomhoide
Coláiste Pobail Bhaile Lotrail

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