

## **Mobile and smart phone/ Personal Electronic Device policy**

### **Introduction**

The possession and use of mobile/ smart phones by school students is now extensive, even at primary level. The use of mobile phones and personal device (iPods, iPads, PSPs, MP3s etc) presents a number of problems that can prove intrusive and distracting in a school environment. They can be used to cause discipline problems or as a means of bullying others. The capacity of many devices to take photographs, make video or sound recordings could lead to child protection and data protection issues with regard to inappropriate capture and use or distribution of images. In order to manage the issues of mobile phones, and other personal smart devices, this policy has been developed.

### **Relationship to school ethos**

The use of personal mobile/ smart devices contravenes the provision of a safe and secure school environment, a provision that is central to the mission statement and ethos of Castletown Girls' School.

### **Aim of policy**

School Management is introducing a policy that prohibits the use by students of personal mobile/ smart phones, and other personal devices, while on school premises or involved in school activities such as tours, trips or extra – curricular activities. This is in order to create a safer environment and to lessen intrusions on, and distractions to, children's learning.

### **School Procedures**

- The use of personal mobile/ smart phones and other personal devices by children who attend Castletown Girls' School is not permitted while on school premises or in the care of school staff on trips from school etc. Children must not bring mobile phones or any other electronic devices to school or to school related off – site activities.
- Pupils who ignore this policy and bring a mobile phone or electronic device to school, whether they use it or not, will be required to hand over their phone to a member of staff and parents will be asked to collect it from the school office. The school will not be liable for lost or stolen devices.
- On school outings the school mobile or text – a – parent will be used if necessary, to contact parents in relation to estimated time of return or in case of illness.
- The school incorporates this policy into the Code of Behaviour and Discipline and Acceptable Use policy and will treat breaches in the same manner as any breach of these policies.
- Should a parent deem it essential for a student to have a mobile phone for after school, a letter must be written to the principal explaining why, this letter will be kept on file. The student must leave the phone turned off in their bags and will be prohibited from using it until they leave the school premise.

It should be noted that it is a criminal offence to use a mobile phone/ personal device to menace, harass or offend another person. As such, if action as sanctioned by the school in this regard is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the Gardaí.

Policy to be review: April 2023

Ratified on: \_\_\_\_\_

Signed: \_\_\_\_\_