



St. Mary's Road
Buncrana,
Co. Donegal

St. Mura's National School

Tel. No. 074 9362309

Roll No.16854V

e-mail stmurasbuncrana@gmail.com

Mobile Phone/Electronic Devices Policy

Introductory Statement

This policy was reviewed by the Board of Management and school staff in response to technological advances which have seen a significant increase in hand held electronic devices amongst the school population over recent years and the concerns over the possible inappropriate use of such devices.

Rationale

- Mobile phones are valuable items and might render a pupil vulnerable to theft or damage.
- Mobile phones could have implications with regard to discipline and potential bullying.
- Use of phones with integrated cameras could lead to child protection and/or data protection issues with regard to inappropriate capture, use or distribution of images.
- iPods, mobile phones, Game Boys, PSP's, MP3's etc. are intrusive and distracting in a school environment.
- Some electronic devices may be harmful due to frequent use.
- Strategies must be put in place to reduce the intrusiveness of unauthorised technology in a school situation.

Relationship to School Ethos

The use of mobile phones and other electronic games contravenes the provision of a safe and secure school environment conducive to learning, a provision which is central to the mission statement and ethos of St. Mura's N.S.

Aim

It is the Board's policy and aim to lessen intrusions on and distractions to children's learning, and prohibit the unauthorised use by pupils of mobile phones while on school premises, school grounds, or engaged in off-site activities e.g. school swimming, as follows...



St. Mary's Road
Buncrana,
Co. Donegal

St. Mura's National School

Tel. No. 074 9362309

Roll No.16854V

e-mail stmurasbuncrana@gmail.com

Guidelines for Children

The Board discourages and asks all parents to discourage pupils from bringing mobile devices to school on the above grounds. When a pupil does bring a device to school the following rules apply:

1. Children are not allowed the unauthorised use of mobile phones/electronic games/devices during school hours.
2. Pupils who do carry phones must have prior parent/school agreement.
3. Pupil phones must be switched off and kept in the school office and **not** on their person during the school day and may not be used for any purpose on school premises, grounds or during off-site school activities such as swimming or sports activities.
4. Phones must be clearly labelled or marked with child's name.
5. The school will not be liable for the replacement of lost, stolen or damaged devices.
6. Parents are reminded that in case of emergency the school office is the first point of contact and also that children who need to contact home during school hours may do so through the school secretary using the school landline phone.
7. When on a school outing or activity out of the school building, children are not allowed to carry their phone/device.
8. The school cannot take responsibility for pupils communicating with each other outside of school time i.e. before 9.00 a.m. and after 2.50 p.m. during school days and during weekends or holiday periods.
9. The Acceptable Use Policy, Anti-bullying Policy, Anti-cyberbullying Policy and Code of Behaviour also link with this Mobile Phone Policy about procedures and sanctions to be followed in the case of cyber-bullying, illegal downloads, and/or other breaches of policy.
10. If a pupil is found using a phone or device contrary to above rules it will be confiscated and not returned until a parent collects it.

The school now incorporates this policy into the Code of Behaviour and will treat breaches of rules as they would treat any other breach of the Code:

11. If a pupil is found taking photographs or video footage with a mobile device of either other pupils or staff or sharing inappropriate messages this will be regarded as a serious offence/gross misbehaviour and disciplinary action will be taken according to school policy.



St. Mary's Road
Buncrana,
Co. Donegal

St. Mura's National School

Tel. No. 074 9362309

Roll No.16854V

e-mail stmurasbuncrana@gmail.com

12. If images of other pupils or staff have been taken, the device will be confiscated and will not be returned to the parent of the pupil until the images have been removed in the presence of a member of staff.

Guidelines for staff

1. During teaching time and pupil contact time, while on playground duty and during meetings, mobile phones will be switched off or put on 'silent' or 'discreet' mode.
2. Personal calls are normally confined to staff's own break times. In cases of emergency staff is expected to use discretion in relation to calls.
3. In very exceptional circumstances, the staff may, with the permission of the principal, have their phones on during the day as part of agreed school plans e.g. for support and safety reasons when staff work with a child outside the classroom.
4. Mobile phones or devices may be used by teachers as an educational resource in school. Teachers would monitor such usage rigorously. Staff are reminded that it is best practice to use school devices to record children's work and to delete same when printed or recorded on pupil file/folder. However, if this is not possible, staff may use their own device to take photos of school work once they are deleted as above.
5. Classroom supervision is usually organised if a class teacher must contact other professionals or outside agencies in relation to a child using the office phone.
6. Staff are reminded to be careful when using their personal mobile phones to contact parents. Staff have access to the school landline if calls need to be made to parents. On activities away from school staff must use the school mobile phone to contact parents as required. Staff should not give out their personal phone number to pupils or parents.

Guidelines for Parents and Visitors:

- We request that parents do not use mobile phones in the school building or grounds.
- We respectfully ask that mobile devices are not used to take photographs or record video in the school building or grounds unless authorised by the school.

Roles and Responsibilities

All staff share responsibility in the co-ordination and implementation of this policy.



St. Mary's Road
Buncrana,
Co. Donegal

St. Mura's National School

Tel. No. 074 9362309

Roll No.16854V

e-mail stmurasbuncrana@gmail.com

Evaluation

This policy is monitored on an ongoing basis and amendments added as new technology comes on stream.

Implementation

This policy was devised by the school staff in autumn 2018 and ratified by the Board of Management in November 2018.

It will be reviewed in 2020.

Signed:

_____ Chairperson Board of Management

_____ Principal

_____ Date