

**Scoil Seanáin Naofa**  
**Mobile Phone Policy**

**Purpose**

- This policy was drawn up in response to technical advances which have seen a significant increase in hand-held electronic devices amongst the school population over recent years.

**Policy**

- Pupils are not permitted to bring mobile phones or electronic devices into the school / school grounds.
- Pupils may not use mobile phones anywhere in the school or school grounds at any time.
- In the very exceptional circumstance, whereby a phone is required for after school, parents must send a note to the class teacher at 9.20am advising them of same. In such instances, the class teacher will retain the switched off phone for safe keeping throughout the day and the device may be collected at the end of the school day.
- For off-site school activities such as sports, excursions or swimming, the exact same rules apply.
- iPods, iPads, Nintendo DS, PSPs, mp3 players, personal cameras and all such electronic devices are strictly forbidden in the school.
- Children who need to contact home during school hours and vice-versa may do so through the school secretary using the school landline ([061-354299](tel:061-354299)).
- Pupils who ignore this policy will have their phones confiscated and sent to the principal's office, where it can be retrieved only by a parent/ guardian.
- Parents will be notified when a phone has been confiscated.
- The use of a mobile phone /electronic device in the school to bully, harass or cause offence to others is strictly forbidden as is the use of a camera phone to take photos/ video or voice recordings and all such breaches will be treated as a serious violation of the school's Code of Behaviour and will be dealt with accordingly.
- It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person.
- As such, if action as sanctioned by the school in this regard is deemed ineffective by the Board of Management, the school may refer the matter to the Gardaí.
- The school accepts no responsibility for phones which are lost, broken or stolen on the premises or while travelling to or from school.
- All staff phones to be turned off or on silent during working hours.
- This policy is monitored on an on-going basis and amendments added as new technology comes on stream.

**Ratification and Communication**

- This policy was ratified by the Board of Management on 26.06.18.

- The policy will be added to the school website.
- This policy will be brought to the attention of all parents.