

Moyle Park College



Mobile Phone Policy

Moyle Park Mobile Phone Policy

While Moyle Park College accepts that it is a student's right to have a mobile phone, the following policy aims to maintain a safe, nurturing environment where the personal dignity and rights of all the members of the school community are preserved.

The school's policy on mobile phones is therefore devised with the intention of ensuring that teaching and learning can take place without interruption and also with the intention of protecting staff and students from potential harassment or bullying.

In order to assist the school in implementing this policy, **parents/guardians are asked not to contact students by mobile phone at any time during the school day. Contact with the school may be made through the office at 01-4574837 and students are directed to use the office phone in emergencies.**

A student, who wishes to go home for any reason during the school day, must arrange to do so through the school office and not independently by mobile phone. All students are required to seek permission from their form teacher and Year Head prior to departing the school building. A call is placed home by the Year head/ office staff and the student may then sign out at the office. This ensures that correct procedures are observed and all relevant parties are informed of the student's departure.

Responsibility cannot be taken by the school authorities for students who arrange independently to go home without following proper procedure. Any such arrangement is a breach of the Code of Behaviour for Students and may incur sanctions.

Use of Mobile Phones in Moyle Park College

- Teachers may encourage the appropriate use of mobile phones in pursuit of learning in their classrooms ***or in a designated supervised area where class activities are taking place.***
- No photographs or recording either video or audio can be made on the phone on the school premises without the school's permission. Using phones in such a way can seriously infringe on people's privacy and rights.
- Incidents where students use a mobile phone to bully others by sending offensive messages or calls will be investigated under the Code of Behaviour, the Anti-Bullying policy, the Acceptable Use Policy and the Social Media Policy. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person.
- The school accepts no responsibility for lost, stolen or damaged mobile phones. The safety and security of mobile phones is wholly a matter for students/parents.

<p>NIGHT STUDY – Students may only access notes on their phone once permission has been granted by the Night-study teacher.</p>
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Restriction on Use of Mobile Phones

Where students bring a mobile phone to school, the phone must be switched off and out of sight, unless otherwise directed by teachers.

Students may use mobile phones in their classrooms or in a designated supervised area where class activities are taking place **only under the direction of the teacher**.

Students participating in school related activities (e.g. Study, Extra- Curricular Activities, School Trips, and Tours etc.) must abide by the rules governing these activities.

Phones must be switched off and out of sight as students enter and exit the building.

Sanctions:

If a phone goes off in class or is being used by a student, then the phone is confiscated until the end of the school day. The phone may only be collected from the end of the day by a parent/ guardian.

If a student is seen using a phone at lunchtime or at break-time in the junior and senior yards, a warning is given by the teacher. If the student proceeds to access the phone, the phone is then confiscated until the end of the school day.

Phone usage is not permitted at any stage on the corridors. If a student is accessing the toilet during class, the mobile phone must be left on the teacher's desk. If a student is seen using the phone on the corridor, the phone will be confiscated.

(The teacher confiscating the phone will deliver the phone to the office with the student's name and class on it. The secretary will then text a Parent/ Guardian to alert them that the phone has been confiscated and that they may collect the phone at the end of the school day.)

Refusal to hand over a phone is a serious offence and will be dealt with under the Code of Behaviour.

Roles and Responsibilities:

- All staff members, pupils & parents share in the coordination and implementation of this policy.

Evaluation

- This policy will be reviewed on an ongoing basis and amendments added as new technology comes on stream.

This policy is subject to periodic review by the Board of Management