



Mobile Phone Policy

Introduction

The school is very conscious of the adverse effects of mobile phone usage among young people. To this end, parents are advised to encourage their daughters to leave their phones at home. Other than the occasional need to contact a parent or vice versa, students have very little requirement to have a phone with them during the school day. The school phone should be used for any contact which may need to be made between parents and students.

Procedure

First and Second Years are not permitted to have their mobile phones on their person between 9am and 4pm. If they bring their phone to school they are required to leave it with either the Principal or Deputy Principal before school begins and the phone will be delivered to their last class of the day for collection before the end of school. In the event that the Principal or Deputy Principal are unavailable the phones are left in the school office.

Students in Third, Fourth, Fifth and Sixth Year are required to turn their phones off before they enter the school in the morning. The should be kept safely on the student's person.

In the case of students leaving the school premises during the day, (senior students at lunch time, for example), they may turn their mobile phones on at the school gates, turning them off before they come back in afterwards and storing them securely.

If the school becomes aware that a First or Second Year student has her mobile phone on her person or that a Third, Fourth, Fifth or Sixth Year student used her mobile phone in school during the day, the phone will be confiscated and a detention will be imposed.

The school takes no responsibility for the storage of mobile phones – it is the student's responsibility. Parents should ensure that mobile phones are covered under their house insurance policy, as there is no cover available under the school's policy.

Confiscation

Students who do not abide by this rule will have their phone confiscated and receive a detention. A confiscated phone must be powered off before handed to the teacher who will give it to the Principal/Deputy Principal. The Principal/Deputy Principal will immediately make contact with the Parents/Guardians. If the Principal and Deputy Principal are unavailable, the teacher concerned will contact the Parent/Guardian directly. The confiscated phone can only be collected from the office by a Parent/Guardian.

Exams

During House Exams, students must power off their phones and place them face down on their exam desk.

During the Leaving and Junior Certificate examinations, students must follow the instructions given to them by the State Examination Commission.



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Class

We also acknowledge that mobile phones can be a very useful education tool. From time to time teachers of senior students may wish to use mobile phones as part of classroom activities. A student may use their phone in class for educational purposes only when a teacher indicates that it is allowable. Students must follow the instructions of the teacher in this case. Personal use of phones is not allowed. Where a student fails to follow the teacher's instructions they may be subject to the sanctions laid out in the Code of Behaviour.

Recording

The camera/video or other visual or sound recording component of a mobile phone or any other device may only be used when expressly authorised by a teacher. The unauthorised use of any electronic device (both on and off the school premises at any time when the student is in school uniform or engaged in any school-related activity) to take images (either still or moving) or to record sound will be regarded as a very serious infringement of school rules. Sanctions for such infringement extend from detention(s) to (in serious cases involving bullying, cyberbullying or bringing the good name of the school or teacher into disrepute) suspension or even expulsion.

Supervised Study

During Supervised Study, mobile phone use is at the discretion of the supervisor and is for educational purposes only: e.g. accessing exam material online. A time limit should be set by the supervisor. Inappropriate use will result in the phone being confiscated. The phone will be given back to the student at the end of Study (or when the student is leaving) and a report given to the Principal/Deputy Principal.

School Trips / Out of School Activities

Students participating in out of school activities must always abide by the rules governing these activities. Normal school rules apply to all students while on school related activities. This also extends to mobile phone use. However, a teacher may permit the use of mobile phones in certain situations, e.g. to contact parents regarding the arrival time of a bus. Any use of a mobile phone in such circumstances must be for legitimate and appropriate purposes.

Ratified by the Board of Management of St. Mary's Secondary School:

Signed: 
Chairperson

Date: 17-11-20

Signed: 
Principal

Date: 17-11-20