

COLÁISTE CLAVIN

LONGWOOD

REVISED

MOBILE PHONE/PERSONAL MEDIA PLAYER POLICY INTRODUCTION

Introduction

Coláiste Clavin aims to create an orderly environment so that effective teaching and learning can take place. Live mobile phones may disturb this environment and violate the rights of other members of the school community. The school acknowledges the integration of mobile phones into the culture of adolescents and that they can be an effective communication device. In this policy the school wishes to strike a balance between the positive and the negative by promoting the responsible use of mobile phones.

Scope

This policy applies to all students while on school grounds during the day.

Relation to Mission Statement

While the school accepts that it is a pupil's right to own a mobile phone it also has a responsibility to maintain a safe, nurturing environment where the personal dignity and rights of all members of the school community are safeguarded in accordance with its mission statement.

Rationale

The misuse of mobile phones/personal media players can have a disruptive effect on the teaching and learning environment. There are also privacy, health and safety issues associated with the misuse of mobile phones.

Policy

- Pupils who bring mobile phones/personal media players to school do so at their own risk and the school will not be responsible in any way for loss, theft or damage of these devices.
- If phones/personal media players are brought to school they must be switched off and out of sight in the classroom unless the teacher is using the mobile phone as part of a teaching strategy. In this circumstance the phone is to be used for the specific task outlined by the teacher and must be powered off when this task is completed.
- Students may use phones for brief periods outdoors during recreational time for communication purposes only. If the phone is used to take photographs, record or

make inappropriate communication it will be confiscated and a possible sanction may be imposed.

- If the phone is used to play videos or music loudly it will be confiscated and a possible sanction may be imposed.
- All communication with home in respect of illness or emergencies is to be made through the school office. The school phone is made readily available, free of charge, for such communication. For safety reasons it is important that school management is aware of students leaving the school premises during the day so mobile phones are not to be used to contact parents for this purpose.
- Parents/Guardians who need to contact a pupil urgently may do so by calling the school office at 046-9555018 and leave a message on the answering machine, if the phone is unattended at that time. As the answering service is checked at regular intervals any messages will be promptly relayed to students.
- All other phone accessories and personal media players are covered under this policy.

Sanctions

Any teacher has the right to check a phone/personal media player which is visible to them in the school or classroom. Students who refuse to comply with this will be referred immediately to the Year Head who will apply the relevant sanction.

1. If the phone/media player is switched on the pupil will be requested to switch it off and put it away safely. A warning will be issued and the offence will be recorded. A repeat of this offence will result in the phone being confiscated by the teacher and deposited in the office. The pupil will be given the opportunity to switch off the phone, but not to remove the sim card prior to handing it to the teacher. The phone may be retrieved after school. If the student refuses to comply then the matter will be referred to the school management and the pupil may be suspended from school.

2. Any student phone/media player which interrupts class through ringing, text alerting or making any audible sound will be confiscated by the teacher and deposited in the office. This will also be the sanction if a student is observed using a phone/media player to transmit or receive calls, texts, or messages in class or on school grounds. The procedures as outlined in the previous paragraph will apply.

3. If a phone/media player is confiscated on a second occasion, then it will be held in the Principal's office until a parent/guardian can collect it. The parent/guardian will be notified that the phone has been confiscated. The student and parent will be required to give a guarantee that there will not be a repeat of this offence.

4. A phone confiscated for a third time will be held in the Principal's office for one week and will be returned only to a parent/guardian.

5. Any subsequent event will result in the student being permanently banned from bringing a phone into the school grounds or building.

If at any stage the pupil refuses to hand over the phone s/he will be suspended from school for a minimum of one day.

Monitoring

This policy will be monitored by the School Planning Co-ordinator and staff during the first year of implementation.

Review

The policy will be briefly reviewed one year after it has become official school policy. There will be a major review not more than 5 years from the date of ratification.

Team: Ms Dempsey, Ms McCoy, Ms McDonagh, Ms Hamilton, Ms Durcan

Drafted in April/May 2008

Students Consulted: 30th March 2009

Parents Consulted: 24th March 2009

Ratified by B.O.M: 31st March 2009 Ratified by LMETB:

Revised in May 2011

Staff consulted: 18th May 2011

Students Consulted: 16th May 2011

Parents Consulted: 18th May 2011

Ratified by BOM 26th May 2011

Policy effective from 29th August 2011

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Staff Consulted: 03/11/20

Students Consulted:10/11/20

Parents Consulted: 03/11/20

Ratified by BOM:

Policy Effective from:

**BOM & LMETB Ratification/Resolution Process for
This Policy**

BOM Ratification

<i>Date Ratified by the Board of Management:</i>	
<i>Proposed By:</i>	
<i>Seconded By:</i>	
<i>Signed:</i>	<i>(Chairperson, BOM)</i>
<i>Scheduled Date for Review of the Policy:</i>	

LMETB Ratification/Resolution of the ETB Board

<i>Date of Resolution of ETB Board</i>	
<i>Signed</i>	<i>(Chairperson)</i>