

Mobile Phone Policy



Our priority in Coláiste De Lacy is to ensure a safe, positive, supportive and optimal educational environment for all. Consequently high expectations will be communicated to and required from all students and staff alike. Mobile phones can cause huge disruption to learning and to the positive atmosphere within a school.

Students do not need to bring a mobile phone to school. Students can always make contact with home by calling to the school office where a member of staff will contact their parents/guardians/emergency contact person for them. Mobile phones have become a huge part of modern life and can negatively impact on the quality of learning environment within a school. In recognition of this; we would ask all parents/guardians, students and staff to read the following policy very carefully.

- Where students bring a mobile phone to school, they do so at their own risk. Please note that Coláiste De Lacy is not responsible for phones that are lost, damaged, or stolen.
- Phones should be **switched off** on arrival at school and stored securely in lockers during lessons. Mobile phones must not be brought to class by students.
- Mobile phones should not be brought to class by staff unless by prior agreement with Ms Corrigan.
- Phones must not be used for any purposes during class time unless under the guidance and instruction of the múinteoir.
- A student who needs to go home during the day must arrange to do so through the oifig (school office) and not independently by mobile phone. This ensures that the correct sign-out procedures for leaving school are followed.
- Where a múinteoir forms the opinion that a student's mobile phone is causing a disruption to learning e.g. the phone rings/sounds, the student is suspected of messaging/using the phone...etc., **the mobile phone will be confiscated**. It must be given to the múinteoir on request and it will be confiscated for a definite period of time.
- The student must hand the phone over immediately and is not permitted to remove the SIM card from the phone prior to confiscation.
- If upon request, the phone is not handed over to the múinteoir; the student will be subject to very serious disciplinary sanctions (up to and including suspension) for refusing to comply with the school rules.
- Coláiste De Lacy takes no responsibility for any confiscated phones or devices that are lost, stolen or damaged.

- Any phone confiscated (unless for a recording offence) will be returned after a definite period of time:
 - 1st Confiscation = Phone will be returned to the student at the end of the following school day. This will be recorded in the dialann.
 - 2nd Confiscation = Phone will be returned to the student at the end of three consecutive school days. This will be recorded in the dialann.
 - 3rd Confiscation = Phone will be returned to the parent/guardian at a meeting with the Caomhnóir and Ms Corrigan. Further sanctions may apply at this stage.
- Recording devices (any device with a camera/recording feature) must never be used in school and/or on any school activities, unless under the direct instruction or guidance of a múinteoir. If an unauthorised recording takes place, the relevant device(s) will be confiscated. The student will be required to delete the unauthorised recording in the presence of the school authorities.
- Any posting or circulation of unauthorised recordings is forbidden and will be subject to very serious sanctions (up to and including exclusion from school).
- Incidents where mobile phones are used to bully other students or to send offensive messages/calls will be investigated under the Coláiste De Lacy Anti-Bullying Policy. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, the school may consider it necessary to involve the Gardaí in certain circumstances.

We have read and understand the Coláiste De Lacy Mobile Phone Policy.

We will follow all of the above conditions and pledge to comply with the policy.

Student Signature: _____

Parent/Guardians Signature: _____

Date: _____