

## **Claddaghduff N.S Mobile Phone & Electronic Games Policy**

### **Introductory Statement:**

This policy was drawn up by Claddaghduff N.S in response to technological advances, which have seen a significant increase in hand held electronic ‘gadgets’ amongst the school population over recent years.

### **Rationale:**

The prevalence of the misuse of social media apps on smartphones and electronic devices and the evidence of the detrimental effect on pupil’s social and emotional wellbeing have prompted the introduction of this policy. Data enabled devices with unlimited access risk the exposure of young pupils to inappropriate content, which can be easily accessed and shared via social media. Use of smartphones and electronic devices provide opportunities for and/or can expose children to cyberbullying.

### **Relationship to School Ethos:**

The use of mobile phones and electronic devices by pupils contravenes the provision of a safe and secure school environment conducive to learning in our primary school.

### **Aims:**

- To provide a safe school environment
- To lessen intrusions on and distractions to children’s learning
- To decrease the opportunity to conduct bullying in any form

### **School Procedures:**

1. Pupils are not allowed to use mobile phones or electronic devices within the school premises (building and grounds) at any time with the exception of those specifically approved by the school for educational purposes.
2. The Board of Management does not accept any responsibility for the loss, damage or theft of any mobile phones or electronic devices on the premises.
3. Mobile phones and electronic devices are not permitted on school trips and during after-school activities on the school premises.
4. Pupils who need to contact home for urgent reasons during school hours may do so through the school secretary using the school landline phone.
5. Any pupil breaking the procedures will have their mobile phone or electronic device confiscated for the following periods:
  - a. Confiscation will last one week from the day of the offence. The mobile phone or electronic device will be available for collection by the pupil’s parents from the Principal’s office at the end of this week.
  - b. Any further breach of procedures will result in confiscation for one full month.
  - c. Repeated breaches of these procedures will be dealt with under the School Code of Behaviour

## **Pupils**

- Pupils are not allowed to bring mobile phones **or** electronic games into school.
- Children are not allowed to use mobile phones/electronic games during school hours.
- In exceptional circumstances, such as when out of school activities and after school games are scheduled, etc., children may be allowed carry a phone as parents may need to be contacted. Permission to do so must be requested from the Principal.
- Children who need to contact home during school hours may do so through the school secretary using the school landline/ mobile phone.
- All electronic gadgets are banned, even during after school activities.
- Any pupil who brings a mobile phone or electronic game to school will have it confiscated and not returned until the school day/week is over.

## **Staff**

1. Staff use of mobile phones will be confined to break times and after school (except in the case of an emergency).
2. In very exceptional circumstances (e.g. an ill family member) the teacher may, with the permission of the principal, take a phone call during class. An explanation should be given to the class in this case.
3. Staff are reminded to be careful when using their personal mobile phones to contact parents. For privacy & personal safety, teachers should use the school phone or if personal phone must be used, the personal phone number should be withheld through the phone settings.
4. If photos of the children are being taken for classroom activities, it is preferred to use one of the iPad. If there are none available, one staff member may take photos and at the end of the day email them to the school email. They must then be removed from the staff members phone (Please see our Data Protection Policy for storage of photos)
5. For Health & Safety reasons staff should carry a mobile phone when they are away from the school building e.g. on school tour , at swimming, out on playing field, at church etc.

## **Overview of Internal School Procedures**

The following are the guidelines for mobile phone / electronic games usage in the school:

1. Children are not allowed the use of mobile phones / electronic games during school hours
2. If a pupil brings a mobile phone to school it must be turned off at the gates of the school. Mobile phones are to be kept in the pupil's school bag. The school accepts no responsibility for lost or stolen mobile phones or devices.
3. If a mobile phone is activated during school time, it will be confiscated by the class teacher and handed over to the principal. A parent/ guardian will be contacted and required to come to the school to collect it when the school day is over.
4. When pupils are engaged in out of school activities and after school games are scheduled, school tours etc., children are not allowed to carry a mobile phone. If parents need to be contacted, the teacher/ organiser will have a mobile phone and he/she will make any necessary phone calls
5. Children who need to contact home during school hours may do so through the school secretary using the school landline phone.

6. Staff have access to the school landline if urgent calls need to be made to parents.
7. Classroom supervision is organized if a class teacher has to contact other professionals or outside agencies in relation to a particular child.
8. Staff: In general, phones must be on silent mode during school time.
9. Staff personal calls are to be confined to break times.
10. Staff are permitted mobile phones in case of emergency

**Roles and Responsibilities:**

All staff shares in the co-ordination and implementation of this policy.

**Evaluation:**

This policy is monitored on an ongoing basis and amendments added as new technology comes on stream.

**Ratification**

This policy was ratified by BOM on 19<sup>th</sup> October 2021 and will be reviewed every 3 years.

Signed: *Feicin Mulkerin*  
Chairperson BOM

Date:19/10/2021

Signed: *Laura Griffin*  
Principal

Date:19/10/2021

\*Please note the original signed copy is located in the school policy folder in the office