



MOBILE PHONE and DIGITAL DEVICE POLICY FOR STUDENTS

Mission Statement

In the Spirit of Mary Ward, Loreto College Foxrock is a caring, enabling, learning community where staff and students work together with mutual respect to fulfil their God-given potential with integrity, compassion, and a sense of humour in the generous pursuit of a just world.

While Loreto College Foxrock 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 students and staff 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)2895637 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. This ensures that correct procedures for leaving school before the ending of classes for that day are observed. 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 will incur sanctions.

- 1.1 Where a student brings a mobile phone/digital device to school, the phone must be switched off and stored in her **locked locker** and may not be used for any purpose on the school premises or grounds. A student may not keep her phone on her person or in her school bag. Phones must never be brought to examinations and may only be brought to class under their teacher's instruction.



- 1.2 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.
- 1.3 No photographs can be taken or recordings made while on school premises and during school related activities unless permission is given. Using mobile phones/digital devices in such a way without permission can seriously infringe on people's rights.

2 Sanctions for Misuse of Mobile Phones/Digital Devices

- 2.1 A student who is found using a mobile phone/digital device outside the stated times will be obliged to leave the phone/digital device and its SIM card in the school office for the remainder of that day. The phone may be returned to the student at the end of the school day.
- 2.2 Incidents where students use mobile phones/digital devices to bully other students or send offensive messages or calls will be investigated under the Anti-Bullying Policy for Students. It should be noted that it is a criminal offence to use a mobile phone/digital device to menace, harass or offend another person. As such, the school may consider it appropriate to involve the Gardaí in such incidents.
- 2.3 Breaches of this policy will also be dealt with under the Code of Behaviour for Students. The student will automatically attend for a period of detention at the next available 'detention session'.
- 2.4 The school accepts no responsibility for replacing lost, stolen or damaged mobile phones/digital devices. The safety and security of mobile phones/digital devices is wholly a matter for students and their parents/guardians.



- 2.5 It is strongly advised that students mark their mobile phones/digital devices with their names and use passwords to ensure that unauthorised phone calls cannot be made on their phones.

3 ROLES AND RESPONSIBILITIES

3.1 Principal/Deputy Principal/Year Head/Class Tutor/Class Teacher

- Monitor implementation of policy
- Implement sanctions in cases of breach of policy
- Review Policy

3.2 Parents/Guardians

- Support school policy on mobile phones/digital devices.

3.3 Students

- Comply with rules on mobile phones/digital devices.

This policy is subject to periodic review.

This policy was ratified by the Board of Management on 21st November 2011.

This policy was ratified by the Board of Management on 12th March 2018
