



# Scoil Naomh Lorcán O'Tuathail

## (St. Laurence O'Toole's National School)

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### Mobile Phone and Personal Electronic Device Policy

#### Introduction and Rationale

The Board of Management of St Laurence O'Toole's National School recognises that mobile phones and other personal electronic devices are intrusive, inconvenient and distracting in a school situation. They can be used to cause discipline problems or as a means of bullying others. The capacity of many devices to take photographs, make video or sound recordings could lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images. In order to manage the issue of mobile phones, and other personal devices, this policy has been developed.

#### Relationship to Our School Ethos

The use of personal mobile/smart phones and other electronic devices contravenes the provision of a safe and secure school environment, a provision that is central to the mission statement and ethos of St. Laurence O'Toole National School.

#### Aims of Policy

- Create a safe environment in which distractions to learning are kept to a minimum
- Ensure well being of each and every pupil is maintained at all times
- Prohibit the use by pupils of mobile/smart phones and other personal devices during school hours and while involved in school activities

#### School Procedures

- Essential contact with home will be facilitated through the School Office.
- The use of personal mobile/smart phones and other personal devices by pupils is forbidden during the school day, on trips from the school or involved in extracurricular activities
- Teachers will have a contact number if it is necessary to contact a parent/guardian during a school outing

***In the event that a parent thinks that their child having a phone in school is essential, the following will apply:***

- Parents must send a letter requesting that their child be permitted to bring his/her mobile phone/device to school and the reasons why it is needed. This letter should be addressed to the Principal and will be kept on file.
- The phone must be handed into the secretary's office for safe keeping every morning prior to classes beginning. The phone must be turned off. Before leaving school each day, the phone is to be collected by the child(ren) from the office.

### **Sanctions**

- Any child found to either have a phone/ personal device in school without a parental letter, or found to be using a phone during the school day, will have the phone/device confiscated. The phone will not be returned until a parent/guardian/carer collects it.
- The School incorporates this policy into the Code of Behaviour and Discipline and Acceptable Use Policy and will treat breaches in the same manner as any other breach of these Policies. Bringing a phone to school without permission is an example of Gross Misbehaviour which may result in the phone not being allowed to be used in school in the future and/or suspension.

It should be noted that it is a criminal offence to use a mobile phone/personal device to menace, harass or offend another person. As such, if action as sanctioned by the School in this regard is deemed ineffective, as with all such incidents, the School may consider it appropriate to involve the Gardaí.

A copy of this Policy is available on the school website and through the School Office.

### **Ratification and Review**

This policy will be reviewed by the Board of Management periodically.

This Policy was ratified by the Board of Management on 1st March 2022.

A handwritten signature in black ink, appearing to be 'M. A.', written on a light-colored background.

Chairperson of the BOM