



Mobile Phone and Smart Devices Policy

Introduction:

This policy is to ensure that any use by pupils of electronic devices on the school premises is appropriate. Mobile phones should not be used in the school, on school tours or during after-school activities on school premises.

Aims and Objectives:

The aim of this policy is:

1. to inform all members of our school community about the appropriate use of mobile phones and smart devices at our school.
2. to outline the procedures and processes associated with this policy.

Rationale:

- Mobile phones/smart watches/devices and other personal communication devices can be used to conduct bullying campaigns.
- Mobile phones/smart watches/devices and other personal communication devices can provide access to cameras and the internet giving pupils opportunity to view and disseminate inappropriate images.
- Mobile phones/smart watches/devices and other personal communication devices can be intrusive and distracting in a school environment.
- Strategies must be put in place to prevent the intrusiveness of mobile phones and internet-connected/communication devices in a school situation.
- The use of digital technologies under the guidance of their teacher can be invaluable in equipping children with the skills to navigate the online world safely and support them to become responsible digital citizens.
- Where the use of an electronic device has been specifically recommended for a student and approved by the school, this can offer valuable support for their learning.

School Procedures

- The use of personal Mobile phones/smart watches/devices and other personal communication devices by children who attend the school is not allowed while the children are in the care of the school staff, while at school, on trips from the school or involved in extra-curricular activities. The children should, therefore, not bring Mobile phones/smart watches/devices and other personal communication devices to school or when engaging in school-related activities.
- Mobile phones/smart watches/devices and other personal communication devices that are found in the school should be handed to the class teacher.
- Children who need to contact home during school hours may do so through the School Secretary using the School landline phone 0469009106.
- Parents are reminded that in cases of emergency, the School Office remains the first point of contact and can ensure that your child is reached quickly and a message passed onto them. Please send an Aladdin message to inform the class teacher of this message as well.
- Staff are permitted to use their phones/smart watches for school-related business only or for emergencies. Staff should not use their phones/smart watches for personal reasons during teacher-pupil contact time.

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

- The Mobile phones/smart watches/devices and other personal communication devices must be turned off throughout the school day and stored in the pupil's bag. Trim Educate Together National School accepts no liability for phones lost/stolen/damaged.

Sanctions

- Any child found to have a Mobile phones/smart watches/devices and other personal communication devices in school and not in their bag turned off will have them confiscated. The devices will not be returned until a parent/guardian/carer collects them. Similarly, the use of all Mobile phones/smart watches/devices and other personal communication devices is not permitted during the school day – this includes arrival, class time, breaks and dismissal.
- Where a pupil is found by a member of staff to be using a Mobile phones/smart watches/devices and other personal communication devices for any purpose, it will be confiscated from the pupil and returned only to the parent/guardian/carer.



- The School will not be liable for replacing Mobile phones/smart watches/devices and other personal communication devices that are lost, stolen or damaged.
- The School incorporates this policy into the Relationships and Code of Positive Behaviour and Acceptable Use Policy, and will treat breaches in the same manner as any other breach of these Policies.
- If a pupil uses a Mobile phones/smart watches/devices and other personal communication devices to take photographs, video footage or recording of other pupils or staff members, or shares inappropriate messages, disciplinary action will be taken in accordance with the School's Code of Behaviour.

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 Gardai.

School Trips and Outings

Children are not permitted to use Mobile phones/smart watches/devices and other personal communication devices on school trips and tours. Teachers will have a contact number in the event that it is necessary to make contact with a parent/guardian.

Policy review; this policy will be reviewed by the school management authority periodically.

This Policy was adopted by the Board of Management on 24/6/26

Signed: _____

Signed: _____

Chairperson of Board of Management

Principal

Date: 24/6/26

Date: 24/6/26

Smart Device - A smart device is any electronic equipment incorporating imaging and/or audio recording capability, onboard data processing, and wireless connectivity (including but not limited to Bluetooth, Wi-Fi, or cellular networks) that enables the capture, storage, transmission, or sharing of photographs, video, or sound to a paired mobile device, computer system, or internet-based service.

Smart wearable devices include, but are not limited to, fitness watches, smart watches, smart glasses, body-worn cameras, smart badges, pendants, or similar items of apparel or accessories with embedded sensors or communication technologies.