



Scoil Mochaomhóg Naofa  
Two Mile Borris  
Co Tipperary

## Mobile Phone Policy

### Introductory Statement

This policy was drawn up in response to technological advances, which have seen a significant increase in mobile phone hand held electronic devices amongst the school population over recent years.

### Mission Statement

Scoil Mochaomhóg Naofa is a co-educational Roman Catholic, primary school, under the Patronage of the Archbishop of Cashel and Emly, which strives to provide a disciplined, caring, happy and secure atmosphere where the academic, spiritual, physical, social, moral and cultural needs of the pupils are identified and addressed to the best of the ability of the teaching and ancillary staff of the school.

### Rationale

- The following procedures have been put in place to ensure minimal and safe usage of mobile phones and electronic devices in our school
- To ensure electronic devices in and owned by the school (iPads, computers etc.) are used under the instruction and supervision of staff only, and are used for educational and learning purposes
- To adhere to best practice in relation to Child Protection. (Refer to Safeguarding Statement)

### Guidelines and procedures for staff regarding use of mobile phones

- In case of urgency, staff should use discretion in making calls
- Texting should follow the rules in relation to calls
- The organisation of school events should be organised on the school landline, with the exception of sporting events
- Staff personal mobiles may be used to contact the Principal / office in the case of an emergency in the classroom / yard etc.
- Staff personal calls and texts are ordinarily confined to break times (but not while on yard duty)
- It is acknowledged that staff may need to be contactable by their family / their children's school etc. during the day, so phones may be left in view throughout the school day. Staff personal calls on mobile phones may be answered in cases of such emergencies
- Mindful of duties and responsibilities assigned to staff in working with children, it is vital that staff be engaged with children at all working times. In this context, access to phones should be limited to urgency only
- Staff should not use personal mobiles to contact parents by call/text
- Staff should not give their personal mobiles number to parents /outside agencies
- It is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, if action as sanctioned by the school in this regard is ineffective, as with all incidents, the school may consider it necessary to involve the Garda.

## **Personal Calls**

- In general, personal calls should be carried out during break time

## **Children's Phones**

- Children must not bring mobile phones into school
- Staff will retain any phones brought to school by children and parents will be informed and requested to collect the phone from the Principal
- Pupils who use mobile phones to bully other pupils or to send offensive messages or to make offensive calls will face disciplinary actions as per the school's Code of Behaviour
- The same applies to pupils who take unauthorised photos or recordings of other student or staff members

## **Implementation, Review and Communication**

This policy was introduced in 2018 and will be revised again in May 2020. The Board of Management will monitor the implementation of all aspects of this policy and amend as required.