

CEIST

Catholic Education  
An Irish Schools Trust



## Mobile Phone Policy of PSS Wexford

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## 1.0: Introduction

In PSS, Wexford we acknowledge the usefulness of mobile phones in certain situations and the importance of parents maintaining contact with their children by mobile phone outside of school times. However, where a pupil brings a mobile phone to school, the phone must be kept out of sight, switched off during the school day and may not be used, for any purpose, on school premises, for now students can use them at small break & lunchtime. This is also under review. All phones and devices are to be turned off for the duration of classes and to be placed in the **designated baskets** in each classroom.

## 2.0: Mobiles & Confiscation

The use of mobile phones and other electronic devices by students is not permitted on the grounds of our school with the one exception at breaktime. All phones and devices are to be turned off for the duration of classes and to be placed in the **designated baskets** in each classroom.

We advise that all students have some form of ID or mark on their mobile phones. Pupils should mark their mobile phone clearly with their name.

Students who disregard this policy and use a mobile phone or any other electronic device on the school premises without permission will be required to hand it over to a member of staff on request. The confiscated mobile phone or device will be left with the Principal for the following duration:

- **1st occasion: The phone or device can be collected from the Principal or their designee on the same day after last class.**
- **2nd occasion: The phone or device will be held by the Principal or their designee and returned the following day after last class. Parent/Guardian will be contacted by school management regarding this offence.**
- **3rd and subsequent occasions: The phone or device may be kept for a longer period of time and must be collected by parent/guardian following an arranged meeting with school management.**

### **3.0: General Information**

Failure to hand over a mobile phone or device to a teacher when requested will be treated as a serious offence and will be reported to the Principal/Deputy Principals and dealt with under the school's Code of Behaviour.

The school accepts no responsibility for replacing lost, stolen or damaged mobile phones or devices. The safety and security of mobile phones or devices is solely a matter for pupils/parents/guardians. The school accepts no responsibility for students who lose or have their mobile phones or devices stolen while travelling to and from school.

Students using mobile phones or devices to bully other pupils or send offensive messages/calls will face disciplinary actions as per the School Code of Behaviour/Anti Bullying Policy.

Students are not allowed to take a picture or any form of recording of any person/s in the school or on any school trips or activities.

It should be noted that it is a criminal offence to use a mobile phone or device to menace, harass, offend or threaten 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.

For medical reasons, a student may be allowed to use their phone to support their condition as necessary.

## 4.0: Expectations & outcomes

EXPECTATIONS
<ul style="list-style-type: none"><li>✓ Phones are not allowed to be used between the break of classes at any location in school.</li><li>✓ They can be used before 8.50 and after 3.50 (Mon &amp; Tuesday) and after 3pm Wednesday – Friday.</li><li>✓ <b>Phones must be placed in a designated basket during class time.</b></li><li>✓ Cameras or recording devices must only be used in school or on any school-related activities with the specific permission of a member of staff and in accordance with the terms of the Child Protection Procedures – School Protocols</li></ul>
OUTCOMES
<ul style="list-style-type: none"><li>✓ If a student is found to have a phone powered on at times other than those specified, the phone will be confiscated for the day.</li><li>✓ Negative VSWare points will be given</li><li>✓ Repeated incidents may result in student being required to bring their mobile phone to the relevant Deputy Principal's office every morning for one week and collect from the General Office at the end of each day, or may incur a Behaviour Reflection Workshop or may result in suspension.</li><li>✓ <b>If a student refuses to place their phone in the designated basket, negative VSWare points will be given and the matter referred to the Year Head, Deputy Principal or Principal. This may also incur a Behaviour Reflection Workshop or Suspension.</b></li><li>✓ Unauthorised use of a camera or recording device will incur suspension. This is the case for before and after school, on school grounds and on any school related activity.</li><li>✓ Uploading or sharing of unauthorised images or recordings on social media platforms will be dealt with severely.</li></ul>

## 5.0: Ratification

This policy was ratified by the Board of Management on 15<sup>th</sup> June 2023

Chairperson: Mary Culleton

Date 15<sup>th</sup> June 2023

Principal: Billy Ryan

Date: 15<sup>th</sup> June 2023