

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 that technology is a part of students' lives, but aims to manage its presence within our school environment to minimise distraction and maximise engagement while maintaining a safe, nurturing environment where the personal dignity and the rights of all members of the school community are preserved in line with our school's Mission Statement.

This policy is intended to;

- improving the learning environment in our school by reducing distractions.
- reduce the risk of cyberbullying and access to inappropriate content during school hours.
- increase traditional social interactions between students during break times and school activities.

2.0: Policy Arrangements

Our school is now a Campus Mobile Free Zone

- Students are not permitted to have mobile phones in use anywhere on our School Campus

Our school recognises the fact that some parents may want pupils to have phones for use in an emergency and travelling to/from school.

Parents are asked to consider the following before allowing a student to bring a mobile phone to school.

- ✓ Mobile phones and electronic devices are valuable items which may lead to theft.
- ✓ The school is not responsible for replacing a lost, stolen or damaged phone or electronic device.
- ✓ Use of camera phones can lead to child protection and data protection issues
- ✓ Mobile phones can be used for bullying purposes.

- Where a student brings a mobile phone to school, the phone must remain switched off we recommend it to be stored in the locker during the school day and may not be seen or used, for any purpose, on school premises, grounds or during off-site school activities (such as matches, outings or extra-curricular activities.)
- The mobile phone must be turned off on the school grounds and must remain off until the student is finished school activities and going home.
- It is not permitted to have the phone on silent mode; the phone must be fully switched off.
- **The only exception to this would be in the case of an emergency or with the express approval of a member of the teaching staff.**
- If a parent needs to contact a child urgently during the school day they should ring the school office.
- 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.
- Any member of staff may confiscate a mobile phone at any time.

3.0: Outcomes for Misuse of Mobile Phones

Pupils who disregard this policy and use a mobile phone on the school premises without permission will be required to hand over their phone to a member of staff on request. The mobile phone will be left (in a sealed envelope) in the office for the following duration:

- **1st occasion: The phone can be collected from the office by the student on the same day at end of school day.**
 - **2nd occasion: An automatic Behaviour Reflection Workshop. The Parent/Guardian will be contacted by the school regarding this offence.**
 - **3rd Occasion: An automatic Behaviour Reflection Workshop applies. The phone must be collected by parent/guardian following an arranged meeting with school management.**
 - **Points will be deducted for all occasions.**
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- ✓ **Repeated offences may result in suspension and a request that their mobile phone be permanently left at home.**
 - ✓ **Failure to hand over a mobile phone to a teacher when requested will be treated as a serious offence and will be reported to the Principal/Deputy Principal.**
 - ✓ **Students who fail to hand over their phone will not be allowed to return to class until the matter is resolved to the school's satisfaction. Parents/Guardians will be contacted immediately.**
 - ✓ The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. The safety and security of mobile phones is solely a matter for students/ parents/guardians.
 - ✓ The school accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from school.
 - ✓ Students using mobile phones to bully other students or send offensive messages/calls will face disciplinary actions as per our Bí Cineálta policy
 - ✓ It should be noted that 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 deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the Gardai.

Communication between parents and students during school hours

- All communication with home in respect of illness or emergencies is to be made through the school office. The school phone is made readily available, free of charge, for such communication. For safety reasons it is important that school is aware of students leaving the school premises during the day so mobile phones are not to be used to contact parents for this purpose.
- Parents/Guardians who need to contact a pupil urgently may do so by calling the school office at 053-9124133 and leave a message on the answering machine, if the phone is unattended at that time. As the answering service is checked at regular intervals any messages will be promptly relayed to students.
- An email can be sent to generaloffice@preswex.ie

4.0: Possible exemptions that may apply.

Exemptions will only allow students to access their mobile phones for a specific reason outlined and not for general use.

Written permission must be sought from the principal. Medical evidence may be needed.

The following examples are some of the possible reasons where exemptions are justified.

These may include but are not limited to:

- Diabetes blood glucose monitor and/or insulin delivery mechanism
- Blood pressure monitoring
- Seizure conditions where monitoring via a mobile phone app is needed

This is not an exhaustive list, and due consideration will be given on a case-by-case basis.

5.0: Ratification

This policy was ratified by the Board of Management June 2026

Chairperson: Mary Culleton

Date June 2026

Principal: Billy Ryan

Date: June 2026