

## Mobile Phone Policy

As recommended by the C.P.S.M.A (the catholic school management authority) the Mercy School Board of Management does not allow pupils to bring mobile phones to school. This is for health and safety reasons, to prevent bullying and to reduce distractions in school. On occasion exceptions will be made in relation to school trips and for other specific events as deemed appropriate.

If a child needs a mobile phone for emergencies or for another specific reason then a parent/guardian must write to the school requesting permission for the phone to be brought in to school. This request will be assessed by the Board of Management and a reply sent to the parent/guardian in question. The phone must be switched off at all times in the school. If the phone is left switched on it will be confiscated and, when appropriate returned at the end of the day.

If a child brings a mobile phone to school without permission it will be confiscated and will be returned to the parent/guardian of that child.

In the event of a child bringing a phone to school the parent must request this in writing (see Appendix) and the following applies:

If a member of staff has any suspicion that a mobile phone has unsuitable material stored on it, pupils will be required to hand over the phone to a teacher and parents will be asked to collect it from the school. Where there is a suspicion that the material on the mobile may provide evidence relating to a criminal offence the phone will be handed over to the gardai for further investigation. Parents will be informed in such circumstances.

If a child takes a photo/video/audio recording in school without express permission this will be dealt with under the schools "Behaviour Policy" and sanctions may be imposed as deemed necessary.

Pupils using mobile phones during school or on school related activities to bully other pupils or send offensive messages/calls will face disciplinary actions as per the School Code of Behaviour. 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 BOM in this regard is deemed ineffective, as with all such incidents, the school may consider it appropriate to involve the gardaí.

The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. The safety and security of mobile phones is wholly a matter for pupils/parents.

The school accepts no responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.

***Pupils should mark their mobile phone clearly with their name.***

Mobile phones which are found in the school and whose owner cannot be located should be handed to a member of staff. It is strongly advised that pupils use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other pupils, or if stolen). Pupils must keep their password/pin numbers confidential. Mobile phone and/or passwords should not be shared.

Chairperson: \_\_\_\_\_

Ratified by BOM on: 18.4.2012.

**Request to Bring Mobile Phone to School.**

I hereby request permission for my child \_\_\_\_\_ to bring her mobile phone to school on the following occasion(s)

\_\_\_\_\_  
\_\_\_\_\_.

The reason for this request is as follows:

\_\_\_\_\_  
\_\_\_\_\_.

I understand that this request is agreed subject to the conditions as laid out in the school “Mobile Phone” policy and I agree to abide by these conditions.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_