



Bush Post Primary Mobile Phone Policy

Introduction:

Bush Post Primary School recognises that the use of mobile phone/devices* has increased dramatically in the last number of years, and we acknowledge the positive aspects of this, but we also want to ensure that our school is a safe, positive and supportive environment for all. Mobile phone devices can be a major distraction to students in the classroom or on the corridor and can cause huge disruption to teaching and learning and to the positive atmosphere within a school.

* In the context of this policy, any reference to mobile phones include all other communication devices directly linked to such e.g. headphones, smart watches, Apple watches, Fitbit watches, AirPods, Buds etc.

Aims of the policy

- To promote the responsible use of mobile phones
- To optimise teaching and learning situations for all staff and students
- To reduce possible distractions to students and teachers
- To provide an environment free from threat or invasion of privacy to members of our school community
- To discourage cyber bullying among students in the school
- To encourage interaction and communication between students and staff

In recognition of this, we would ask all parents/guardians, students and staff to read the following policy very carefully.

- Students do not need to bring a mobile phone to school as all contact with home should only happen through the main school office 042 9376246 (8.30am —4.15pm Monday-Thursday and 8.30am — 3pm Friday).
- Urgent communication calls to or from a student will ALWAYS be facilitated through the school office.
- The mobile phone is the sole responsibility of the student, and the school does not accept any responsibility if the phone is lost or stolen. Students bring phones to school at their own risk.
- Mobile phones should not be visible or audible at any time while on the school grounds.
- All mobile phones are to be powered off (not on silent) when a student enters the school grounds. Their mobile phone must be on silent or switched off during every class period, between classes, during break times and during extra-curricular activities that occur after school.
- Bush Post Primary is a Microsoft BYOD school and therefore phones are not permitted to access MS Teams or other MS applications during the school day.
- Headphones or ear buds are not permitted in the school at any time during the school day.
- For medical reasons, permission will be granted to students who require this technology to monitor and regulate their medication.

Policy Sanctions:

- If the phone is audible or visible at any time while on the school grounds, the following sanctions will apply:
 - i) The phone will be confiscated, placed in a padded envelope (the padded envelope has a label for staff to fill in stating the condition of the phone, eg; damage to screen or cover) and stored safely in the main office. The student may collect the phone at the end of the school day.

- ii) If persistent breaches apply then the school will contact the parent/guardian and request that a parent or guardian call to the school to collect the phone at the end of the school day or as soon thereafter.
 - iii) If the student refuses to hand over the phone or if persistent breaches occur, the student may be subject to escalated sanctions as per our Behaviour for Learning Code.
- The use of mobile phones for the taking of pictures or the filming of staff and students without prior permission, is not allowed and all breaches will receive a suspension.
 - Incidents where students use mobile phones to bully other students or record students will be treated as serious breaches of the School's Behaviour for Learning Code. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such the school may consider it appropriate to involve the Gardai in such incidents.
 - The sending of inappropriate images on a mobile phone or any device is an offence and may also be reported to the Gardai.
 - Bush Post Primary School's Bí Cineálta Policy may also be implemented in cases of negative use of mobile phones.

Supports/Further Information:


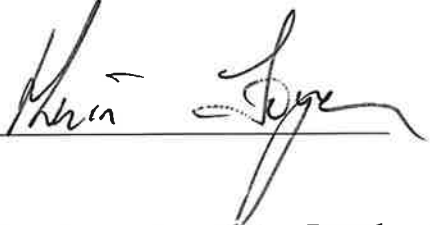
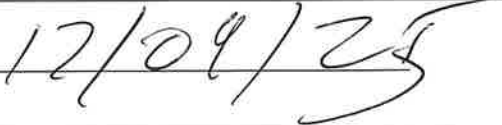
- www.webwise.ie
- www.cybersafekids.ie
- 'Parent's Guide To A Better Internet' (PDF document accessible from the link to the TUSLA website below)
https://www.tusla.ie/uploads/content/guide_that_provides_helpful_tips_how_to_support_children_to_be_safe_online.pdf

Communication Between Parents/Guardians During School Hours:

- To ensure that the correct sign-out procedures for leaving school are followed, all communication with home in respect of illness or emergencies is to be made through the school office.
- The school phone is staffed with two school administrators and is made readily available, free of charge, for such communication.
- For safety reasons it is important that school management is aware of students leaving the school premises during the day so mobile phones are not to be used to contact Parents/Guardians for this purpose.
- Parents/Guardians who need to contact a pupil urgently, for example for a medical emergency or family bereavement, may do so by calling the school office at 0429376246 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. Parents/Guardians are invited also to email the school office at office.bpp@lmetb.ie if they need an urgent message conveyed to a pupil.
- In the event of non-urgent messages, the office operates under a 'best effort – not guaranteed' policy, as to close the office in order to communicate such messages may not always be possible.
- Parents/Guardians are strongly discouraged from contacting the students directly through their mobile phone/mobile device. In the event of this occurring and the students phone disrupting a lesson or otherwise, the student will be liable for the sanctions imposed.

Policy reviews

This policy will be reviewed by the school management and all key stakeholders periodically or when necessary, due to changes in mobile device capabilities or school circumstances.

Signed:  Chairperson of the Board of Management	Signed:  Principal/Secretary to the Board of Management
Date: 	Date: 