



*St. Mary's Secondary School,
Holy Faith, Glasnevin, Dublin 11.
60770P*



Mobile Phone Policy

Mission Statement

St. Mary's follows the Holy Faith philosophy of creating an inclusive school community whose central purpose is the religious, moral, intellectual, human, social and physical-recreational education of the student. The education programme of the school is directed to the growth of the whole person. It aims to form integrated and self-reliant Christian people who are eager to build a better world.

Introduction

St. Mary's recognises that mobile phones and digital devices are now an integral part of young peoples' culture and way of life and can add considerable value, particularly in relation to individual safety. The school advocates the safe, appropriate and responsible use of mobile phones at all times.

Using Mobile Phones at School

Mobile phones can be useful educational tools. It is for this reason that we are permitting the use of mobile phones during class times for educational use and with a teacher's permission. At all other times (before school, during break, during lunch and until students have left the school premises) mobile phones should be turned off.

It is expected that students:

- Will arrive to school with their phones fully charged (Phones may not be charged in school)
- Leave their phones turned off in their skirt or trousers pocket unless a teacher asks them to take it out for educational use. This may include the use of phones to access Microsoft Teams, using phones to access e-books and photos of work, the recording of performance under the direction of the teacher /for educational purposes only. All other photos and recordings are prohibited in the school
- Students are responsible for the safe-keeping of their mobile phones. St. Mary's will not be responsible if a student's phone is damaged, lost or stolen
- Turn their phones on, only when requested to do so by the teacher
- Leave their phones face up on their desks when going to the bathroom
- Turn their phones off at the end of each class
- All material to and from students and staff is to be used for educational purposes only and should not be removed from the Teams platform. With exception of parents/guardians, material should not be shared with others without written consent
- Students will be asked to turn on their phones when signing in late or leaving early using the Digital Sign In/Sign Out System at reception.

Should a student be found with their mobile phone switched on without permission from a teacher, the following actions will be taken:

- The teacher will speak to the student about the correct use of mobile phones. The student's name will be taken by the teacher. This name will be logged via email with the Year Head
- The Year Head will address the matter with the student and may contact home where appropriate
- Repeated breaches of the mobile phone policy will be dealt with by the Year Head and the matter will be addressed through the school's Code of Behaviour
- Persistent misuse of phones will be dealt with through the Ladder of Referral
- Phones may be confiscated where persistent non-conformity with the policy is evident or where the stages in the Code of Behaviour have not been effective in dealing with the breaches of the mobile phone policy. Phones may be confiscated if the school suspects that there is a potential breach of the policy.
- Students may be requested to leave their phones at home for a specified period in the event of failure to comply with school regulations/policies.