

DRAFT Mobile Phone Policy

Davitt College recognises that mobile phones and digital devices are now an integral part of young peoples' culture and way of life and can have considerable value, particularly in relation to individual safety.

It is recognised that such technology will play an increasing part in future learning practices, but, like existing ICT use, this should follow agreed rules and guidelines to prevent disruption and instil good learning habits.

The school aims to educate pupils in the responsible use of technology.

Note: The term 'phone' in this policy denotes mobile phones, iPods, MP3, MP4 players and any similar portable electronic devices to include wireless headphones.

The school therefore accepts that pupils are permitted to bring mobile phones and digital devices to school but that their use is subject to the following guidelines:

1. Mobile phones should not be seen or used once a student arrives on Davitt College grounds and until the end of the school day. The mobile phone should be powered off at all times.
2. Where appropriate, an individual member of staff may give permission for the use of a device for a specific **educational purpose**.
3. Where a member of staff sees a mobile phone that is not in line with point 2 above, the student will be required to submit the phone to the teacher. The powered off phone will be placed in an envelope and given to a Deputy Principal. The device can be collected by the student at the end of the school day.
4. The Deputy Principal will make a note on VSware that the phone was confiscated.
5. If there is a 2nd occurrence of a student's mobile phone being confiscated, the student will attend lunchtime detention.
6. On the 3rd occurrence of confiscation, the student will be placed on afterschool detention and the students' parents/guardians must attend the school for a meeting.
7. In instances where a student refuses to hand over a phone, the student should be brought to the school Principal. If the student continues to refuse submission of the phone, the student's parents/guardians will be contacted and asked to bring the student home.
8. When a student is leaving the classroom for any reason, they must leave their mobile phone on the teacher's desk.
9. Camera functions can lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images. Therefore, no device should be used in the school to photograph or video students or staff without the authority of the Principal. Any student found in breach of this, the school, in turn, will invoke the necessary sanctions as laid out in the school's code of conduct.
10. Cyber-bullying is completely unacceptable, and will be followed up by the school as serious misbehaviour which the school, in turn, will invoke the necessary sanctions as laid out in the school's code of conduct.

If there is an emergency which requires communication with home, pupils must speak to a member of staff who will deal with the matter.

In an emergency parents/guardians should phone the school office and a message will be taken immediately to the student. This ensures that a student is given support and privacy in dealing with a potentially difficult situation.

Students who feel unwell must report to their Year Head who will contact home and students are not permitted to use their mobile phones to make such calls. This allows support and supervision and also avoids students leaving the school grounds without a record being made.

Responsibility for the phone rests with the student and the school accept no financial responsibility for damage, loss or theft.