



## **Mobile Phone and Electronic Device Policy**

### **Introductory Statement**

This policy was drawn up in response to technological advances, which have seen a significant increase in hand-held electronic 'gadgets' amongst the school population over recent years.

### **Rationale**

Limerick Educate Together 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, iPads, MP3, MP4 players and any similar portable electronic devices.

## **Mobile phones do present a number of problems**

- They are valuable items that can be stolen.
- Their use can render pupils subject to potential bullying or inappropriate contacts.
- They can disrupt the learning environment.
- Camera functions can lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images.

## **Relationship to School Ethos**

The unauthorised use of mobile phones and other electronic games contravenes the provision of a safe and secure school environment and is not conducive to learning - a provision which is central to the mission statement and ethos of Limerick Educate Together, therefore this policy aims to allow for the safe use of technology during the school day.

## **Aims**

- To ensure safe use of technology in the school environment.

## **Internal School Procedures**

The following are the guidelines for mobile phone/electronic games usage in the school;

- Children are not allowed to use of mobile phones/electronic games during school hours unless authorized to do so by a teacher
- Pupils are not allowed to bring mobile phones or electronic games into school. In exceptional circumstances, such as when out of school activities and after school games are scheduled, school tours etc., children may be allowed to carry a phone as parents may need to be contacted, in such cases the phone will be given to the class teacher and stored in a secure location until the end of the day. Pupils should mark their mobile devices clearly with their name
- Children who need to contact home during school hours may do so through the school secretary using the school landline phone
- Electronic devices are not permitted during after school activities

- Any pupil who brings a mobile phone or electronic game to school risks having it confiscated and not returned until a parent comes to collect it
- Staff have access to the school landline if urgent calls need to be made to parents
- Classroom supervision is usually organised if a class teacher has to contact other professionals or outside agencies in relation to a particular child
- Staff personal calls are normally confined to break times
- Bring your own device days. Teachers will, from time to time, invite children to bring in their own phone or device to facilitate the use of ICT in learning
- Written permission will always be sought for such activities. See Appendix 1
- Responsibility for the phone rests with the student and the school accepts no financial responsibility for damage, loss or theft.

### **Roles and Responsibilities**

All staff share in the co-ordination and implementation of this policy.

### **Evaluation**

This policy is monitored on an ongoing basis and amendments added as new technology comes on stream.

### **Implementation**

This policy has been in place since 08.12.20

Chairperson	Marek McGann
Principal	Michael Quealy
Date	08.12.20

## Appendix 1

### Bring your Own Device Day

Your child's class will be holding a Bring Your Own Device Day on (insert day and date)

Parent/Student Acceptable usage policy

#### **Purpose**

The bring your own device (BYOD) day involves allowing pupils to bring their own 'mobile device' to school **to support learning activities** and **promote safe internet usage**.

#### **Types of mobile devices allowed under this policy:**

For the purpose of this program, a 'mobile device' refers to a pupil owned device such as a tablet, laptop, netbook, or suitable phone. Personal gaming devices are not allowed under the BYOD day. The school decides on the type of allowed device.

#### **BYOD Acceptable Use Policy (AUP) Summary:**

1. Any pupil/student who wishes to use a personally owned mobile device within school must read and sign this AUP.
2. A parent /guardian of the pupil/student must also read, sign and submit the AUP to the school office/Brian
3. Students take responsibility for appropriate use of their device at all times. The school is not responsible in any way for the device or for its' use.
4. Students/parents/guardians are responsible for their devices, including any breakages, costs of repair, or replacement.
5. The school reserves the right to inspect or monitor student mobile devices during school hours.
6. Violations of any school policies or rules involving a student device may result in a student not being allowed continue using the device during school hours and/or disciplinary action, for a period to be determined by the school.
7. During school hours students are allowed use their device for learning related activities only.

8. Students will comply with teachers' requests regarding use of devices during school hours, and classes.

9. Mobile devices must be charged prior to bringing them to school so as to be usable during school hours.

10. Students may not use the devices to record, transmit or post photos or video of teachers or students. No images or video recorded at school can be transmitted or posted at any time without the permission of their teachers.

11. Student may use the school wireless network and content filtered broadband. Use of other 'unfiltered public wireless connections, such as mobile networks, is not allowed during school hours.

12. The school reserves the right to change the AUP in line with overall school's policy

Mobile Device Details: \_\_\_\_\_ (eg., Tablet – include manufacturer, type of device here)

As a pupil/student I understand and will abide by this AUP. I understand that any violation of this AUP may result in not being able to use my mobile device in school, and could mean other disciplinary action.

<b>Student Name ( Block Capitals)</b>	
<b>Student Signature</b>	
<b>Date</b>	

As Parent/Guardian I understand that my child accepts the responsibilities outlined in the BYOD AUP. I have discussed the AUP with them and we both understand our own responsibilities.

<b>Parent Name ( Block Capitals)</b>	
<b>Parent Signature</b>	
<b>Date</b>	