

# 1 PERSONAL ELECTRONIC DEVICES (MOBILE PHONES AND INTERNET ENABLED DEVICES)–POLICY FOR STUDENTS

## 1.1 CHILD FRIENDLY VERSION

The school has rules about the use of mobile phones, tablets, DSs or any other devices that you own and bring to school. You are not allowed to bring these devices to school unless your teacher has said that you can. However, if your parents want you to bring a mobile phone to school, then the school does allow this. The rules are that:

- 1). The device must be turned off before you enter the school entrance. It must remain off until you leave the school. It must also be left off during school trips.
- 2). Do not switch on the device unless your teacher has given you permission to do so.
- 3). The device must be placed in your school bag before you enter the school and must stay in your bag until you leave. Do not take the device out of your bag during the day, even if it is switched off. You must ask your teacher for permission to take your phone from your school bag.
- 4). If your device is not in your bag, the teacher will take it from you and hold it until your parents collect it.
- 5). If the device goes missing or is broken at school then the school will not replace or fix it.
- 6). If you take a picture or make a video with the device, you will have to delete these from the device before you are allowed take it back.
- 7). If you do not follow these rules, you may not be allowed to bring your phone or other device to school again and there may also be other consequences.
- 8). If you don't understand these rules, you should discuss them with a teacher, parent or guardian.

## 1.2 FULL VERSION

This policy relates to the use of personal electronic devices by students of Kilcolgan Educate Together National School (KETNS). 'Personal electronic devices', for the purpose of this policy, are mobile telephones and other Internet Enabled Devices that are not the property of the school.

The possession and use of personal electronic devices by school pupils is now extensive. The children at Kilcolgan Educate Together have a right to learn in an environment that is free from unnecessary distractions and disruptions. **With the exception of mobile phones, students in KETNS are not permitted to bring tablets, DSs or any other devices to school without the express permission of the class teacher.**

**The school discourages pupils from bringing mobile phones to school**, however the school is prepared to allow students bring mobile phones onto the premises, but only within the parameters of the policy as stated below.

The following points should be considered in conjunction with this policy and should be taken into account if you allow your child to bring a mobile phone or internet enabled device to school:

- For the purposes of this policy the term 'mobile phone' refers to any wireless handheld device that allows a user to make calls or send messages to another individual. The term 'Internet Enabled Device' relates to any device that can access the world wide web (www).
- The school will not be responsible for loss, damage or theft of personal technologies that are not the property of the school.
- Use of devices with integrated cameras (including iPads and iPods for example) could lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images.
- Mobile phones and other internet enabled devices can be intrusive, distracting and anti-social in the school environment.

## 1.3 AIMS

To inform all members of our school community about the appropriate use of mobile phones and other internet enabled technologies among children at our school.

To outline the procedures and processes of this policy.

## 1.4 RESPONSIBILITIES

It is the responsibility of parent(s) or guardian(s) to discuss this policy with any student who will bring a mobile phone or other internet enabled device to school. Parent(s) or guardian(s) should ensure that the student understands the policy as set out in this document.

## 1.5 CONTENT

1. Students are not permitted to use mobile phones or other internet enabled devices while on the school premises or during off-site school activities (such as trips etc).

2. The phone or other internet enabled devices must remain switched off during the school day and may not be used, for any purpose, on the school premises, grounds or during off-site school activities.
3. The mobile phone or internet enabled device must remain in the student's school bag for the full duration of the school day.
4. Should a mobile phone be found outside of a bag without consent of the class teacher or principal, it will be retained for safe-keeping by the principal and must be collected by the parent(s) of the child.
5. The school is not responsible for damage, loss or theft of personal electronic devices.
6. There is no situation where the use of the camera or video function on personal electronic devices is permissible on school grounds or during off-site school activities.
7. If it is found that images of other pupils or teachers have been taken, the personal electronic device will not be returned to the pupil until the images have been removed by the pupil in the presence of a teacher.
8. With the exception of mobile phones, students in KETNS are not permitted to bring tablets, DSs or any other devices to school without the express permission of the class teacher.
9. This policy operates in conjunction with the Code of Behaviour and any breaches will be managed under the Code of Behaviour. Instances of misuse will be considered a serious offence.

#### 1.6 RATIFICATION AND REVIEW

This policy was ratified by the Board of Management of Kilcolgan Educate Together N.S. on the 8<sup>th</sup> October 2015.

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

Melinda Hughes, Chairperson