

St Colman's



Lambeg

"Joined by faith, Encouraged to Succeed".



Mobile Phone Policy

Policy Reviewed on:

September 2024

Ratified by Governors

October 2024

Date of Review

October 2026 or as required

Signatures

Mobile Phone Policy

In St Colman's Primary School, we acknowledge the widespread use of mobile, smart phones in today's world. We know that many of our mainly older pupils and staff have mobile phones.

The school has seen increased incidences in recent years with pupil misuse of mobile phones and social media. Often this misuse has a detrimental effect on the individual themselves and very often, their peers. This is most prevalent in our Year 7 children in Terms 2 & 3 of their last school year. The school has involved the use of REIM Training Solutions to upskill our older pupils on the positive use of mobile technology and social media.

Our Policy on Social Media is found in a separate document.

This Mobile phone policy is part of our overall Child Protection work and aims to safeguard both pupils and staff.

This policy is one of a suite of policies aimed at keeping our children safe. We have formed this policy using the guidance as set out in ***DENI Circular 2017/04, "Safeguarding & Child Protection in Schools- A Guide for Schools."*** (Updated Sept 2024)

Our objective: For our safeguards to be robust we strongly recommend that parents ensure that children do **not** bring any mobile or electronic device to school unless with prior permission and agreement of school.

Note:

DENI Circular 2024/14: **Guidance for Schools on Pupils' Personal Use of Mobile Phones and other similar Devices during the School Day**

Our Policy as follows:

For Parents

- All calls relating to a child must come through the school office or communicated to the class teacher via our ClassDojo facility.
- Parents should not use mobile phones at any time in the school building.
- It is parental/guardian responsibility to collect mobile phones or any other electronic devices if removed from pupils.
- As part of our Child Protection work staff members are not permitted to disclose the telephone numbers of any children to other children and/or parents.

- Parents are not permitted to take photographs of other children on their mobile phones/cameras/tablets etc. This applies to **all** school activities including Religious Services.

For Staff:

- Mobile phones **MUST** be switched off during class contact time.
- Staff are not permitted without prior permission from Principal/Vice Principal to make or receive calls in the classroom.
- Emergency calls may be taken outside the classroom and in the designated area of the staffroom.
- Staff should never use their mobile phone at all whilst in contact with children.
- Staff are not permitted to use their mobile phones to take photographs of children.
- Staff should not share their mobile phone numbers with pupils or parents.
- Staff should be cautious if sharing any personal business on social media sites. Staff should refer to our school's Social Media Policy for additional guidance.

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Pupil Guidance

There are wider concerns that primary aged children should not have access to mobile devices as evidence indicates that they are not emotionally ready to navigate the complexities of mobile devices and the digital world. *Circular 2024/14*

DE recommends that Primary schools adopt a policy of NO mobile phones on school premises with exceptional circumstances permitted on a case-by-case basis.

Circular 2024/14 dated 3rd Sept 2024

Our school will follow this DENI Policy.

For Our Pupils:

- Mobile phones are **prohibited** in school unless with clear permission from the school Principal or Vice-Principal. This should be sought on behalf of children by parents communicating via the school office.

- In ***exceptional*** circumstances pupils (due to transport arrangements) may be permitted to bring mobile phones into school with **prior** consent from the Principal/Vice-Principal. These phones will be retained securely in the school office until hometime.
- If a pupil is found to have a mobile phone in their possession (*without permission*) during the school day, the Principal/Vice-Principal or class teacher will have authority to take it from them and bring it to the office for safe keeping. The parent/guardian can subsequently collect it from school office.
- Mobile phones or other communication devices such as tablets, cameras etc. are not permitted on school trips. Any pupil found with a mobile phone on a school trip will have it removed from them and stored securely. The phone will only be returned to a parent/guardian upon collection from school office.

Updated September 2024