

Avondale Community College

Mobile Phone Policy 2020

Mission Statement



“Learning to grow through trust and respect”

Avondale Community College recognises that mobile phones are widely used by students and accepts their many benefits. The management is also conscious of possible dangers and challenges that may arise from the use of mobile phones by students attending our school. The following policy aims to maintain a safe environment where the rights and personal dignity of all members of the school community are respected and preserved.

1 Rationale

The purpose of this policy is to:

- 1.1 Ensure that mobile phone usage does not disrupt this learning environment
- 1.2 Ensure that courtesy, respect and consideration to others are paramount at all times
- 1.3 Clarify the responsibilities of students and staff with regard to mobile phones

If a student decides to bring a phone to school, it is recommended that the student leaves their mobile phone in their locker. While we strongly advise against students bringing their phones, ipod etc... to school we note that students who chose to ignore this advice are required to familiarise themselves and adhere to the following conditions:

2 School Policy

- 2.1 We advise students not to bring mobile phones into school and the school accepts no responsibility should they be lost/stolen/damaged during school activities.
- 2.2 Where a student chooses to bring in a mobile phone it must be switched off before tutor class and kept off throughout the **entire** school day.
- 2.3 Phones including headphones are not to be visible and are not to be heard/used during the course of the day; this includes break and lunchtime.
- 2.4 Where students need to contact home, or parents need to contact their son/daughter the communication should be through the school office.
- 2.5 A student, who needs to go home or has an appointment during the school day, he/she must arrange to do so through their Year Head before tutor time and not

independently by mobile phone. This ensures that correct procedures for leaving school before the ending of classes for that day are observed. Responsibility cannot be taken by the school authorities for students who arrange independently to go home without following proper procedure. Any such arrangement is a breach of the Behavioural Management Policy. We require parents/guardians to adhere to and support this policy by not contacting students by mobile phone during the school day.

2.6 Where students choose to use mobile phones during the school day, once the student is identified:

2.6.1 On a first offence it will be confiscated for **one night**, the student in question may collect the phone the next day after the final school bell 3.50/3.25 from the Deputy Principal. On the first offence (**only**) if the student is not willing to hand up their phone they will receive a Serious Incident Report, a phone call home, an afterschool Wednesday detention including handing up the phone the following school day from 8.40 to 3.50pm/3.25pm. If the first offence happens on a Friday it will roll over to Monday, the phone must be handed up before tutor time. Refusal to cooperate may result in a two-day suspension.

2.6.2 On a second offence it will be confiscated for 3 nights, a Serious Incident Report completed, a phone call home, no exceptions. The parent/guardian on the second offence must collect the phone by appointment at the end of the final day. If the 3 days coincide with a weekend the phone will be returned on the Friday and the sanction continues on the Monday, the phone must be handed up before tutor time. Refusal to cooperate may result in a two-day suspension.

2.6.3 On a third offence it will be confiscated for one school week. The parent/guardian on the third offence must collect the phone by appointment at the end of the final day. If the 5 days coincide with a weekend the phone will be returned on the Friday and the sanction continues on the Monday, the phone must be handed up before tutor time. Refusal to cooperate may result in a two-day suspension.

2.7 Thereafter, ongoing lack of cooperation may result in a two-day suspension.

2.8 Incidents where students choose to send offensive messages/videos or use the mobile as a tool for bullying will be dealt with under the school Anti-Bullying Policy.

2.9 Possession, supply and use of any explicit or pornographic content on a device/ forum/ social media is considered an act of gross misconduct and may lead to suspension and/or recommendation for expulsion.

- 2.10 Using a mobile phone or personal device for the unauthorised recording of images or sounds is in direct breach of Avondale Community College ICT and Social Media Expected Usage Policy and /or Anti-Bullying Policy.
- 2.11 Where students are off site at school events students can use their mobile phone with permission from the teacher. The teacher responsible for the group will also have the school's mobile phone in case any student needs assistance. Any mis-use of a mobile phone off site at a school event will be dealt with under Avondale Community College ICT and Social Media Expected Usage Policy and /or Anti-Bullying Policy.
- 2.12 In accordance with legislation* in this area, it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, any party involved may consider it appropriate to involve the Gardaí in such incidents.

3 Responsibilities of the Teacher

In the event that the above procedure is not adhered to the following steps are to be followed.

3.1 Step 1:

Identify the student using the phone.

3.2 Step 2:

Request and confiscate the phone from the student. Place the phone in an envelope and record the student's name, teachers name, class and date of confiscation on the envelope. The teacher gives the phone to the Deputy Principal/Principal. If the student refuses to hand up the phone to the teacher, he/she emails/informs the Deputy Principal/Principal.

4 Responsibilities of the Deputy Principal/Principal

4.1 Step 1:

The Deputy Principal/Principal will meet with the student regarding the mobile phone incident. The student will be made aware of the mobile policy and sanctions/options as outlined in 2.6, 2.6.1, 2.6.2, 2.6.3.

Legislation in relation to mobile usage

Children First Act 2015

Data Protection Act 2018

Board of Management Ratification	Date 11-12-2020
Board of Management Review	Date 1-12-2020

