



Mobile Phone & Digital Device Policy

St Mary's N.S. Cobh

Roll No: 16377N

1. Purpose

- To create a safe and supportive learning environment free from digital distractions.
- To protect students' wellbeing, privacy, and social interaction during the school day.
- To comply with national guidance requiring a ban on personal mobile phones for pupils during the school day.

2. Scope

This policy applies to:

- All pupils enrolled in the school (Junior classes to and including 6th class).
- All personal mobile phones and personal digital / internet-enabled devices: smartphones, smartwatches (with messaging, camera, internet), tablets, wearable tech with communication or internet capability, etc.
- All times during the school day: from arrival in the morning until the official end of school day — including class time, breaks, lunch, school yard, corridors, and any school-organised activity during school hours.

3. Policy Statement

Pupils are not permitted to bring personal mobile phones or digital devices to school under any circumstances.

If a phone or device is brought to school — deliberately or by mistake — it must be handed in to the class teacher or school office immediately upon arrival.

Use of any such device during school hours (or during school activities) is strictly prohibited.

4. Exemptions (Very Limited)

An exemption may be granted only in **very exceptional circumstances**, (serious medical condition requiring a parent/guardian to stay contactable). In such cases a doctors /medical consultant's certificate must be provided to the school. This certificate must clearly outline the specific medical reason why the child requires access to a mobile phone while in school.

In such cases:

- A written request must be submitted by parent/guardian to the Principal.
- The device must be switched off at all times when on school premises (unless needed in an emergency).
- The device is to be handed to the school office on arrival and collected at home time.

5. Consequences of Breach

- Any device found with a pupil during school hours will be **confiscated immediately** and stored securely in the school office.
- The pupil's parent/guardian will be contacted and must **collect the device in person**.
- Repeat offences will result in further disciplinary action as per the School's Code of Behaviour / Anti-Bullying Policy / Safeguarding procedures.

If a device is used to photograph, record, message or otherwise use its functions during school hours or on school trips — this is deemed **serious misconduct** and may lead to **suspension** or other serious sanctions.

6. Communication & Publication

- The policy must be published on the school website (where applicable) and shared with parents/guardians and pupils at the start of each school year.

- Pupils should be made aware of the policy and the reasons for it (via school-assemblies and in-class conversations).

7. Relation to Other School Policies

This Mobile Phone Policy should be read in conjunction with:

- The School's Code of Behaviour
- The Anti-Bullying Policy
- The Child Safeguarding Statement / Data Protection policies
It reinforces safeguarding, privacy, and respectful, safe behaviour among pupils and staff.

8. Review Cycle

This policy will be reviewed at least annually — or earlier if new national guidance arises, or school community circumstances change.

9. Date of Ratification

Policy ratified by Board of Management on: 9 / 12 / 2025

Signed: Michael Towell

Chairperson

Signed: Debbie Lane

Principal