

St. Mary's Primary School

St. Mary's Primary School, Fivemiletown

Mobile Phone Policy



OUR success is doing OUR best!

Introduction

In St. Mary's Primary School, the welfare and wellbeing of our pupils is paramount. This policy on the use of mobile phones has been drawn up in the best interests of pupil safety and staff professionalism.

Related Policies

- Safeguarding/ Child Protection policy
- Pastoral Care policy

Use of Mobile Phones

Pupils:

- Pupils are not permitted to have mobile phones at school or on trips.
- If in the rare event of a parent wishing is/her child to bring a mobile phone to contact the parent after school:
 - The parent must put their request in writing to the principal.
 - The phone must be handed in, switched off, to the office first thing in the morning and collected from the office by the child at 3:15pm (the phone is left at the owner's own risk).
- Mobile phones brought to school without permission will be confiscated and must be collected by the parent.

Staff:

- Staff must have their phones on silent or switched off during class time.
- Staff may not make or receive calls during teaching time. If there are extreme circumstances (eg, an acutely sick relative), the member of staff should make the principal aware of this and can therefore have their phone on in case of having to receive an emergency call.
- Use of phones must be limited to non-contact time when no children are present.
- Phones are to be kept out of sight (eg, in a drawer, pocket or handbag) when children are present.
- Calls and texts must be made/ received in private during non-contact time.
- Phones will never be used to take photograph of the children or to store their personal data.

Parents and other visitors:

- We request that parents do not use mobile phones in the school building or grounds.
- Mobile phones must never be used to take photographs in the school building or grounds.

We very much appreciate our parents' support in implementing this policy in order to keep your child/ our pupils safe.

Date Policy Amended (in light of personnel changes): _____

Signed: _____ (Designated C.P. Teacher)

_____ (Principal)

_____ (Chair of Board of Governors)