



Loreto Abbey Secondary School, Dalkey

## Mobile Phone/Smart Phone Policy

### 1. Introduction

1.1 While Loreto Abbey Secondary School accepts that it is a student's right to have a mobile phone, the following policy aims to maintain a safe, nurturing environment where the personal dignity and rights of all the members of the school community are preserved.

1.2 This policy should be read with reference to the Code of Behaviour and the Bí Cineálta Policy and in order to assist the school in implementing this policy, parents/guardians are asked not to arrange to contact students by mobile phone at any time during the school day. Contact with the school may be made through the office at 012718900 and students are directed to use the office phone in emergencies.

### 2. Rules

- a) Where a student brings a mobile phone to school, the mobile phone/smart phone must be switched off and stored in the student's locker whose responsibility it is to ensure that it is securely locked. Students are not permitted to use their mobile phones at any time on the school premises, on school trips or sporting events with the exception of students with medical conditions that require access to a mobile phone or app as a diagnostic instrument. In the event that students are travelling to or from school trips or sporting fixtures on coaches, they must adhere to the Code of Behaviour.
- b) Students found in contravention of (a) will have to submit their phone every morning to the relevant Deputy Principal to be stored in a magnetised pouch for the full school day for a period of five days from the day of the incident. In the

case of a subsequent offence, this penalty would extend for a longer period of time.

- c) Incidents where students use mobile phones to bully other students or send offensive messages or calls will be investigated under the Bí Cineálta policy.
- d) Mobile phones/smart phones may not be used for photographs or recording. Using phones in such a way can seriously infringe on people's rights and appropriate sanctions may be imposed.
- e) Incidents where students use mobile phones to bully others in the school or send offensive messages or calls will be investigated under the Bí Cineálta Policy. It should be noted that it is a criminal offence to use a mobile phone to menace, harass or offend another person. As such, the school may consider it appropriate to involve the Gardai in such incidents.
- f) The school accepts no responsibility for replacing lost, stolen or damaged mobile phones. The safety and security of mobile phones is wholly a matter for students/parents.
- g) It is strongly advised that students mark their mobile phones with their names and use pin codes to ensure that unauthorised phone calls cannot be made on their phones.

This policy will be reviewed in 2026/'27.

A handwritten signature in cursive script, reading 'Eilis Humphreys'.

Signed: Dr. Eilis Humphreys, Chairperson.

23rd June 2025