

# Abbey Community College

## Mobile Phone and Personal Electronic Device Acceptable Use Policy

While Abbey Community College accepts that it is a student's choice to have a mobile phone/personal electronic device (PED), 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.

In order to assist the school in implementing this policy, **parents/guardians are asked not to arrange to contact students by mobile phone/PED at any time during the school day. Contact with the school may be made through the office at (051) 832930** and where circumstances demand, students will be directed to use the office phone on the advice of the Year Head.

### Mobile Phone Usage in ACC

- **No phone usage in any school building at any time unless under the direct supervision of a teacher in a classroom setting.**

It is our expectation that where a student brings a mobile phone to school, the mobile phone is to be powered off during the school day and may not be used for **any purpose including time keeping, taking photos or videos** in the school building except with the expressed prior permission, guidance and supervision of a teacher.

- **No phone usage outside of the school building (on the school campus) between the hours of 8.30 and 15.40**
- **Students must not use PEDs to interact with any other students or to access any messages /material that may be stored on their device.**
- The mobile phone is the **sole responsibility of the student and the school does not accept responsibility if the mobile phone** is damaged, lost or stolen. Students bring mobiles phone to school at their own risk.

### **Sanctions for breach of Mobile Phone Usage policy**

Students found in contravention of this policy will have the following sanctions applied.

- Phone is handed over to the teacher and secured in the relevant DP's office in lock box until 15.40 that evening (-10 Points for 1<sup>st</sup> offence).
- Phone is handed over to the teacher and secured in the relevant DP's office in lock box until 15.40 that evening (-10 Points and parents are contacted by the school for 2<sup>nd</sup> offence).
- Phone is handed over to the teacher and secured in the relevant DP's office in lock box until 15.40 that evening (-10 Points and a meeting with parents for a 3<sup>rd</sup> offence)
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Failure to hand over a mobile phone/PED including the SIM card when requested will result in sanctions up to and including suspension.

Incidents where students use electronic devices to bully other students/staff or send offensive messages or calls will be investigated under the Anti-Bullying Policy, Code of Behaviour and associated policies whilst complying with our statutory commitments.

Where unauthorised content is taken in School\* and subsequently uploaded/shared, or where an individual knowingly participates with/contributes to unauthorised content taken in school\*, which is uploaded/shared, sanctions up to and including expulsion will apply.

It should be noted that it is a criminal offence to use an electronic device to menace, harass or offend another person. As such, the school may consider it appropriate to involve the Gardai in such incidents and/or increase sanctions.

***(School\* in this context refers to during school time/school activities both on and off site at any time.)***