



Scoil Bhríde, Eglantine.
Policy on the use of mobile phones & personal electronic devices.

1. Introduction

This policy outlines the use of mobile phones and smart devices including smartwatches, fitness trackers, smart glasses, smart jewellery etc at Scoil Bhríde, Eglantine and incorporates the guidance set out in **Circular 0044/2025**, issued by the Department of Education. The policy has been developed in consultation with staff, parents, the student council and wider pupil body. It is intended to support the wellbeing, focus, and safety of all students during the school day.

2. Rationale

While the possession and use of mobile phones and other smart devices by school pupils is now commonplace, even in the primary school sector, such devices are not required by pupils at school.

Appropriate use of mobile phones and smart devices is welcomed at Scoil Bhríde and these devices are seen as valuable educational tools. However, the school recognises the potential challenges/risks associated with the possession and use of personal mobile phones and personal smart devices at school, some of which are listed below:

1. Use of mobile phones and smart devices with integrated cameras could lead to child protection and data protection issues with regard to inappropriate capture, use or distribution of images.
2. Mobile phones and other smart devices can be intrusive, distracting and antisocial when used in a school environment.
3. Mobile phones and smart devices can be valuable items and could potentially be damaged in school or may render a pupil vulnerable to theft.
4. Mobile phones and smart devices may make pupils objects of envy or disparagement and could have implications with regard to discipline and potential bullying.

3. Aims and Objectives

This policy aims to:

1. Inform all members of our school community of the potential risks/challenges raised due to mobile phone and smart device possession and use at our school
2. Define the appropriate uses of mobile phones and smart devices for our school Community
3. Support a safe school environment.
4. Minimise distractions in the classroom and school environment.
5. Support positive relationships and focused learning.
6. Promote responsible use of technology and comply with Department of Education Circular 0044/2025.



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4. Policy Statement

Students are **not permitted** to use mobile phones or smart devices* during the school day. This includes school grounds, classrooms, school tours and outings and school-related activities, unless specifically approved by staff for educational purposes.

***Definition of Smart Device**

A smart device is an electronic device, generally connected to other devices or networks via different wireless protocols such as Bluetooth, NFC, Wi-Fi, LiFi, 3G, etc. Examples of smart devices include but are not limited to; mobile phones, tablets, iPods, iPads, smart watches, Kindles, gaming devices, smart glasses and fitness trackers.

5. Exceptions

In exceptional circumstances, as outlined in Circular 44/2025, students may bring a mobile phone to school. Such exceptional circumstances may include medical reasons or personal safety reasons. Parents should be familiar with Circular 44/2025 and support the school in creating a safe school environment. To this end, parents are required to submit a written request to the school principal, stating the reason their child requires their mobile phone. Requests should be in line with Circular 44/2025 and made on an annual basis. Requests will be kept on file and only those children with parental and school permission will be allowed to bring their phone to school.

4. Procedures for Mobile Phone Use in Exceptional Circumstances

Parental Request: Parents share written request with principal. Requests should be **in line with Circular 44/2025 and made on annual basis.**

Power On/Off: Phones should be **powered off before the student enters the school grounds** each morning. Phones should **not be powered on until the student has left the school grounds** at the end of the school day.

Daily Phone Submission: Students who bring a mobile phone to school must hand it to the class teacher each morning. Where a substitute teacher/supervising teacher is working in place of the class teacher the phone should be handed to this teacher. **Students are not permitted to keep phones in their possession during the school day. It is the pupil's responsibility to hand up and collect their phone each day.**

Storage System: Phones will be stored securely in a lockable press/filing cabinet in the classroom.

Collection: Phones may be collected by students **at home time only.**



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Responsibility: While every effort will be made to store phones securely, the school **accepts no responsibility for loss or damage** to personal devices.

6. Appropriate Mobile Phone use at School

The Mobile Phone & Smart Devices Policy is consistent with the school's Code of Behaviour, Bí Cineálta and Acceptable Use Policies and any inappropriate use of mobile phones and/or smart devices will be treated in accordance with these policies.

Students:

- Students are expected to follow the procedures outlined in section 4 above.
- Students may not use mobile phones to communicate with parents or others during the school day.
- If a staff member has reason to believe that a mobile phone has unsuitable material stored on it, pupils will be required to hand over the phone to a teacher and parents will be asked to collect it from the school.
- Where there is a suspicion that the material on the mobile phone may provide evidence relating to a criminal offence, parents will be informed and the phone will be handed over to the Gardaí for further investigation.
- The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.
- The school accepts no responsibility for pupils who lose or have their mobile phones or other smart devices stolen while travelling to and from school.
- The safety and security of mobile phones is wholly a matter for pupils/parents.

Parents:

- Parents are expected to support the school in the implementation of this policy by reading the policy and Circular 44/2025 in full.
- Parents are expected to communicate clearly, and in writing, their request for a child to bring a mobile phone to school. Such requests should be communicated to the school principal on an annual basis and should be in line with Circular 44/2025.
- Parents are expected to ensure that their children are aware of the procedures outlined in section 4 above.
- Parents who need to contact their child during school hours must do so via the school office.
- Parents are reminded that in cases of emergency, the school office remains the first point of contact and can ensure your child is reached quickly and helped in any appropriate way.
- Parents assisting on school tours or trips should not take photos on their personal mobile phones.

Staff:



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- Staff are expected to role model appropriate mobile phone use at all times.
- Staff may need to use a mobile phone for the purpose of work during the day e.g. checking a medical reading, set a timer/alarm, use Aladdin Frame, communicate with the school office etc.
- Staff should not share their personal phone numbers with students or parents.
- Staff should never use their personal mobile phones to take photos unless using Aladdin Frame app.
- The school mobile phone or school owned ipads are used to take photos, access school social media etc.
- Teachers and school staff are responsible for ensuring correct use of school mobile phone at all times.
- If a staff member needs to make/take an important text/call during class time they may organise supervision and notify school office of the arrangements put in place for their pupils. Staff should leave the classroom to make/take an important call/text.
- Personal phone calls may not be made or taken and personal text messages may not be sent or read during teaching time/yard duty unless in exceptional circumstances.

7. Breaches of Policy

If a student does not follow the procedures outlined above:

1. The phone may be confiscated by the class/supervising teacher and returned only to a parent/guardian.
2. Further or subsequent confiscations will be dealt with by the school principal and parents of the student(s) concerned.
3. Repeated breaches may lead to further sanctions in line with the school's Code of Behaviour.

This policy was created in consultation with pupils, staff, parents and the Board of Management. The attention of all new families will be drawn to this policy upon registration in the school. This policy will be published on the school website. Hard copies of this policy are available at the school office on request.

8. Review and Communication

This policy will be reviewed regularly, at least every three years, and in light of any further guidance from the Department of Education. All stakeholders will be kept informed of any updates.



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Approved by Board of Management on; 24/03/2026.

Sheelagh O'Leary

Sheelagh O Leary, Chairperson of the Board of Management.

Ger O'Brien

Ger O'Brien, School Principal.