



LORETO COLLEGE ST STEPHEN'S GREEN **MOBILE DEVICE POLICY**

Mobile phone devices

Students may take mobile phones to school provided they observe the following conditions:

- Phones must be powered off during the school day. A student may use the office phone if she wishes to contact home urgently at any time.
- A student who wishes to go home for any reason during the school day, must arrange to do so through Reception and not independently by mobile phone. This ensures that correct procedures for leaving school before the ending of classes for that day are observed.
- Responsibility cannot be taken by the school authorities for students who arrange independently to go home without following proper procedure. Any such arrangement is a breach of the Code of Behaviour and will incur sanctions.

Sanctions for misuse

Students who are found in possession of a mobile phone **at any time during the school day** will be obliged to leave the phone with its SIM card at Reception. Parents will be informed of the breach of school rules and the student will be given a lunchtime detention. The phone will be returned at the end of the school day.

Students found to be in breach of the rules for a second time **at any time during the school day** will be obliged to leave the phone with its SIM card at Reception. Parents will be informed of the breach of school rules and the student will be given a lunchtime detention. The phone will be returned to the student at the end of the school day.

Students found to be in breach of the rules for a third time **at any time during the school day** will be obliged to leave the phone with its SIM card at Reception. Parents will be informed of the breach of school rules and the student will be given a two hour Wednesday detention.

Any further breach of the school rules may lead to a suspension.

The school reserves the right to view the contents of the phone, in the presence of the student, to ensure that it contains no images or information which would compromise any member of the school community. Any photographs taken in the school building, on the grounds or during any school activity in or outside the school, will be removed before the phone is returned.