



Policy on Pupil use of Personal Mobile Digital Devices

There are increasing concerns regarding the impact of mobile phones on children and young peoples' development. Many of the concerns associated with phone use occur outside school premises beyond the school day and are a wider societal issue which require multi agency consideration. There is recognised need for programmes in education that promote digital proficiency and the responsible use of technology.

The School authorities recognise the widespread use of mobile digital devices in society and the workplace, and is committed to supporting pupils in developing disciplined, responsible and effective use of such devices. The School also recognises that many parents wish their children to have a mobile phone as they travel to and from School.

In order to protect students and for the smooth running of the School, the use of personal mobile digital devices in School is restricted. For the purposes of this policy, a mobile digital device includes, but is not limited to, mobile phones and smart phones as well as other mobile network and Wi-Fi enabled devices such as iPads, iPods, tablets, smart watches, and laptops.

1. Pupils bringing a mobile digital device to school do so at their own risk. The School authorities will not accept any responsibility for security, care or loss of personal mobile digital devices and will not accept any responsibility to investigate misplacement or loss.
2. During class time and in between classes mobile phones must be switched off. This means the devices should be not seen or heard in classrooms or in the corridors unless specifically authorised by a teacher. This includes the use of airpods/earbuds/headphones.
3. When a pupil asks to leave a lesson and permission is granted, the pupil's mobile phone must be left with the member of staff until their return to class.
4. Under no circumstances can a personal mobile digital device be used to take photographs, videos or audio recordings in school at any time of the day. This includes travelling to and from school, before school, break time, lunchtime and after school. The camera facility on any mobile digital device may be used on school trips and sporting events only when permission has been granted by the teacher in charge. The sharing/uploading of any form of digital image (e.g. to social media) which is be defamatory or offensive is strictly prohibited.
5. Under **no circumstances** may a mobile digital device be used for any form of offensive, indecent or inappropriate image or communication.
6. During the school day pupils must not contact their parents/carers directly via phone, social media or other electronic methods, to arrange to be collected. If a pupil is unwell, the school office will contact parents/guardians/carers to arrange collection of the pupil.
7. Personal mobile digital devices may not be accessed at any time in school toilets and changing rooms, including during break time and lunch time.



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8. Pupils who do not adhere to the rules relating to mobile digital devices will have their device confiscated by a member of staff. This will be recorded on SIMS behaviour management and behaviour points allocated. Such confiscated mobile digital devices may be collected from the School Office at 3.30pm. Where appropriate, parents/guardians/carers may be invited to collect them.
9. Pupils who allow their mobile digital device to be used inappropriately by others may be held responsible for its misuse.
10. Pupils who are in breach of this policy will be given a sanction commensurate with their action.
11. The Joint Council for Qualifications (JCQ) requires all examination centres to reinforce the rules and regulations about unauthorised items during external examinations. Potential technological / web-enabled sources of information such as mobile phones, iPods, MP3/4 players, smart watches or fitness trackers are not permitted in the examination room. If a pupil is found to be in possession of any unauthorised item after the start of the examination, the device will be retained and a full report will be submitted to the Examination Board, who will take the necessary action in accordance with the JCQ Rules and Regulations on Malpractice. This may result in a disqualification.
12. The School authorities reserves the right to prohibit any pupil from bringing a personal mobile digital device to school.
13. In school, pupils may access Internet resources outside the school network such as those provided by mobile networks. However, they must always use their devices in accordance with our e-Safety and Acceptable Use of the Internet Policy.

Exceptions

- i) An exception may be made to this policy in cases where a pupil has been given special permission to access their phone for particular SEN/pastoral/health-related reasons as specified and agreed by the Pastoral Vice Principal (Mr O'Donnell) or Senior Teacher in charge of medical needs (Mr Little).
- ii) It is recognised that Sixth Form pupils may wish to use their digital mobile devices in study areas. This is under the direction of staff in charge of study. The member of staff reserves the right to confiscate the mobile device if it is not being used appropriately.

Linked Policies

Anti-Bullying Policy
Child Protection Policy
e-Safety and Acceptable Use of the Internet Policy
Positive Behaviour Policy

Linked DE circular

<https://www.education-ni.gov.uk/sites/default/files/publications/education/Circular%202024-14%20-%20Use%20of%20Personal%20Mobile%20Phones.pdf>

Note

Pupils are warned of the dangers of using mobile digital devices, especially with earphones in built up areas when the inability to hear traffic can lead to accidents.
This policy reflects the UN Convention of the Rights of the Child adopted as legally binding in 1999.



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Article 19

1. States Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.

Article 28

3. States Parties shall promote and encourage international cooperation in matters relating to education, in particular with a view to contributing to the elimination of ignorance and illiteracy throughout the world and facilitating access to scientific and technical knowledge and modern teaching methods. In this regard, particular account shall be taken of the needs of developing countries.

Pupils were consulted on this Policy in (March 2025)

Staff were consulted on this Policy in (March 2025)

Parents were consulted on this Policy in (March 2025)

This Policy supersedes Policy dated 240124

Signed _____ *A McNeill* _____ (Chairman of the Board of Governors)

Date _____ 020425 _____

Signed _____ *N Madden* _____ (Principal)

Date _____ 020425 _____

Date for Review: March 2026 or earlier if required