

MOBILE PHONE POLICY – CONSOLIDATIONS/FOUNDATIONS PROGRAMMES

Rationale

The increased ownership of mobile phones requires that College administrators, teachers, students and parents take steps to ensure that mobile phones are used responsibly. While it is acknowledged that providing a child with a mobile phone gives parents reassurance that their child can contact them in emergency situations or in risk situations involving personal security and safety, this does not apply during the school day when students have access to school phones and personnel.

Responsibility

1. It is the responsibility of students who bring mobile phones onto College premises to adhere to the guidelines outlined in this document.
2. The decision to provide a mobile phone to their child should be made by parents or guardians and parents should be aware if their child takes a mobile phone onto College premises.

Security

1. Students are responsible for the security of their mobile phone as they arrive to school and after collecting their phone after school.
2. Saint Stephen's College accepts no responsibility for replacing lost, stolen or damaged mobile phones.
3. Saint Stephen's College accepts no responsibility for students who lose or have their mobile phones stolen while travelling to and from the College.
4. Mobile phones which are found in the College and whose owners cannot be located should be handed into the Main Administration.

Procedure

1. A letter explaining the need for the phone must be written and signed by the parents, and then co-signed by the appropriate Head of Programme. This letter will be filed in the student's office file and a copy given to that student's teacher.
2. The phone is to be handed in either to the Junior Admin Office or to the child's teacher on arrival at school.
3. These phones will be securely stowed for the day.
4. The phones are to be collected on completion of the school day at 3.15pm.
5. Students who wish to check their mobile phone for messages are only to do so during break times in the presence of their teacher or Junior Admin staff. The phones cannot be taken out into the playground.
6. Mobile phones are not to be used during class time and will be confiscated if this occurs.
7. Any inappropriate use of mobile phones will result in the phone being confiscated and parents will have to personally collect the phone from the Head of Programme.
8. Repeat offenders will be banned from bringing mobile phones to school at all.
9. There will be no exceptions to the above procedures.

Unacceptable Use

1. It should be noted that it is a criminal offence to use mobile phones to menace, harass or offend another person. Students who use their phones in personal attacks, harass another person, or post private information about another person using SMS messages, taking or sending photos or objectionable images or bullying other students, or who use vulgar, derogatory or obscene language while using a mobile phone will have their phones confiscated for a period decided by the Headmaster, as well as the normal consequences detailed in the College policies. Students should note that, in extreme cases, the College may consider it appropriate to involve the police.
2. Any students caught using a mobile phone to cheat in exams or assessments will face disciplinary action as sanctioned by the Headmaster, which is likely to include the loss of all marks for the examination or assessment item.

“There's something about
a Saint Stephen's student.”