



Mobile Phone Policy

The Board of Management has adopted the following policy to restrict the use of and access to personal mobile phones by students during the school day as required by Circular 0045/2025.

This policy is intended to support us in

- improving the learning environment by reducing distraction.
- reducing the risk of cyberbullying and access to inappropriate content during school hours.
- increasing traditional social interactions between students at school break times.
- promoting digital balance and responsible use of technology.

This policy supports a safe, respectful and focused school environment that promotes learning, wellbeing and positive social interaction.

Rules on Mobile Phone Use

As outlined in our Code of Behaviour, Sandymount Park ETSS is a phone-free school. Students are not permitted to access their mobile phones during the school day - the school day includes all time spent on campus during the normal school day, supervised study, homework club and any other school-supervised activity unless otherwise directed by staff. To help students meet this expectation, all students are required to use a Phone Pouch to securely store their phone throughout the school day. Sandymount Park ETSS uses signal-blocking Yondr Phone Pouches.

Pouch Use

- All students will be issued with a personal Phone Pouch at the start of the academic year. New students will be issued with a pouch when they join the school.
- Students are responsible for bringing their pouch to school each day and keeping it in good condition.
- Students should use the identification card sleeve provided to clearly identify their pouch.
- Students must not write on, deface or damage their pouch. Any pouch that is lost, damaged or defaced must be replaced. The replacement cost is €15.

- Students should take care not to damage their pouch by placing heavy items on top of it.
- To prevent damage the pouch should be locked when not in use.

Daily Procedures

- Mobile phones must be fully switched off and secured in the pouch during tutor time at the start of the school day. Tutors will check that pouches are properly secured.
- Students arriving late must present a secured pouch to the Deputy Principal/Principal when signing in.
- Students leaving school early may unlock their pouch at Reception.
- At the end of the school day, students may unlock their pouch using one of the unlocking stations provided and should then return the pouch to their school bag ready for the following day.

Use of Mobile Phones During the School Day

- Students may not access or use their mobile phone at any time during the school day.
- Students may not use their phone to contact parents/guardians to arrange leaving school early. All such arrangements must be made through the school office and submitted via the school app before 8:30am where possible.
- Students who need to contact a parent/guardian during the school day must do so through the school office.
- Students may not use their phone, email, messaging services or social media to contact parents/guardians during the school day.
- Parents/guardians who need to contact a student urgently during the school day should contact the school office.

School Trips and Activities

- The use of pouches on school trips at home and abroad will be determined by the supervising teacher or trip leader as appropriate.
- Where necessary the supervising teacher can allow pouches to be opened using a portable unlocking base.

Lost, stolen, damaged or forgotten Pouches

- Students are responsible for their pouch and mobile phone at all times. The school accepts no responsibility for lost, stolen or damaged phones or pouches.



- Students who forget their pouch must hand their phone into the school office immediately on arrival. Phones handed into the office will be stored securely and returned to the student at the end of the school day.
- Repeated failure to bring a pouch to school may result in parents/guardians being invited to attend a meeting to discuss the matter and agree supports to ensure compliance with the policy.
- Students are encouraged to keep their pouch securely in their school bag when not in use.

Failure to comply with these procedures may result in sanctions in accordance with the Code of Behaviour, Bí Cineálta Anti-Bullying Policy and Acceptable Use Policy.

Sanctions for Breach of the Phone Pouch Procedures

The school reserves the right to carry out random checks to ensure compliance with the Phone Pouch procedures. Students may be asked to present their pouch and mobile phone for inspection.

Breaches of the Phone Pouch include:

- Having a mobile phone outside the pouch during the school day.
- Placing a fake or substitute phone in the pouch.
- Tampering with, damaging or attempting to bypass the pouch system.
- Refusing to present a pouch or mobile phone for inspection when requested by a member of staff.
- Being in possession of a device or tool intended to open phone pouches without permission.
- Any other action intended to undermine the school's phone-free policy.

Breaches of the Phone Pouch procedures will result in:

1st offence: The phone will be confiscated and stored securely. A parent/guardian will be required to collect the phone from the school office.

2nd and subsequent offences: Students who continue to refuse to follow the procedures will be subject to escalating sanctions in line with the Code of Behaviour which may result in one or more of the following:

- The phone being confiscated.
- Parents/guardians being contacted.
- Increased monitoring.
- A requirement to hand the phone into the school office.
- A meeting with parents/guardians.
- Other sanctions in accordance with the Code of Behaviour.



Repeated or serious breaches of the policy may result in more serious sanctions including suspension.

Exemptions

Exemptions from the standard signal-blocking pouch may be granted in exceptional circumstances only - where a student requires real-time access to a mobile phone or health monitoring device such as for medical reasons e.g., blood glucose monitoring for type I diabetes. Any exemption must be approved in advance by the Principal.

Parents/guardians must apply in writing to the principal for an exemption. Where granted the student will be issued with a non-signal blocking Velcro pouch. Use will be strictly limited to the purpose approved.

Roles and Responsibilities

- Students are expected to comply fully with this policy.
- Parents/guardians are asked to support the school by not contacting their child directly during the school day and by reinforcing the importance of the policy at home.
- All staff are expected to enforce this policy consistently and fairly.
- The Pastoral Care Team will oversee the monitoring and enforcement of the policy.

Oversight and Review

This policy is available to our school community on the school's website and in hard copy on request.

The policy was ratified on 10/06/26 and it will be reviewed annually, following consultation with staff, students, and parents/guardians, or sooner if there is a material change in legislation, Department of Education requirements, or school practice.

Date:

Signed:

(Chairperson of board of management)

Signed:

(Principal)

