Coolmine Community School



Student Mobile Phone Policy

(Informed by Circulars 0045/2025 & 0046/2025)

Review Cycle: Annual

1. Policy Purpose

This policy is adopted in compliance with Circular 0045/2025 and Circular 0046/2025 to:

- Improve focus and learning by reducing digital distractions.
- Minimise the risk of cyberbullying and inappropriate content.
- Support student wellbeing and promote face-to-face social interaction.
- Align with national efforts to create safe, inclusive, and respectful school environments.

2. Scope and Duration

- Applies to all students during the entire school day.
- Applies on school grounds and during school-related activities, unless specific exemptions apply.
- Does not apply to travel to/from school or after-school activities unless decided otherwise by the school.

3. Policy Provisions

- Mobile phones must be switched off and stored securely in school-issued pouches during the school day.
- Smart watches and glasses with messaging, recording, or internet capabilities are also restricted.
- No phone use is permitted during breaks, class transitions, or lunch unless explicitly authorised by staff.
- Students may unlock their pouches if they are going home for lunch. On return to school, they must place their phone back in the pouch for the rest of the day.

4. Implementation Mechanism

Following community consultation, Coolmine Community School will implement the following:

- Lockable phone pouches are issued to each student.

- The phone pouch is the property of the school; any intentional damage to the pouch or loss of the pouch will incur a €15 fee for a replacement pouch.

5. Exemptions

Exemptions will be managed via a formal request process and are limited to:

- Documented medical needs (e.g., diabetes monitoring, seizure alert systems).
- Specific special educational needs (e.g., for assistive apps for hearing/speech/vision impairments).

All exemptions must be approved by school management and recorded.

6. Breaches of Policy

Forgotten Phone Pouch Procedure

If a student forgets their pouch, they will be issued with a temporary red pouch from the Front Office for the duration of the school day. This will be recorded. Where pouches are repeatedly forgotten, the school will contact the student's parent/guardian to resolve the matter.

Breaches of Policy *(Phone used outside of the pouch during the school day)*

First Incident:
Phone confiscated and returned to the student at the end of the school day. A warning will be issued.

Second Incident:
Phone confiscated and returned to a parent/guardian only. A formal note will be placed on the student's record.

Repeated Incidents:
May result in further disciplinary action, which could include suspension or the temporary removal of school digital access privileges.

Additional Breaches

More serious breaches of the Acceptable Use Policy (AUP) will be managed in accordance with the procedures outlined in the AUP and the school's Code of Behaviour.

Intentional damage to a phone pouch constitutes damage to school property and will be addressed under the Code of Behaviour.

The use of a 'fake' phone to circumvent school procedures is considered a serious breach of school rules and will also be dealt with in line with the Code of Behaviour.

7. Communication

- The policy is published on the school website and shared with students and parents.
- Parents should contact students via the school office during the school day.
- Students in emergency situations must seek staff permission to use the school phone.

8. Links to Other Policies

This mobile phone policy complements and is integrated with:

- Acceptable Use Policy (AUP)
- Code of Behaviour
- Bí Cineálta Anti-Bullying Policy
- Wellbeing Policy
- Data Protection Policy
- Child Safeguarding Statement

9. Consultation and Review

This policy was developed in consultation with:

- Student Council
- Parents' Association
- School staff
- Board of Management

Regular reviews will ensure alignment with Department guidelines and evolving student needs.

Date of Ratification: **17th September 2026** **Chairperson BOM:** **Keith Purcell**