



*St. Bricin's College
Railway Road,
Corporation Lands,
Belturbet,
Co. Cavan
H14 P897*

Mobile Device Usage Policy 2026-2029

1. Policy Statement

- 1.1 Mobile devices are to be used for educational purposes only.
- 1.2 All electronic devices should be placed in the Phone pouches provided to all students upon enrolment, once they arrive at school.
- 1.3 Tutors will check pouches each morning and random spot checks will take place by Year heads and Senior Management throughout the school year.
- 1.4 If staff members can see, hear or suspect a mobile device to be in possession of a student within the school grounds which have not been given specific permission to use, the staff member can remove such a device for the period explained in paragraph 2.

2. Device being held

- 2.1 Devices not in a phone pouch or students who are in possession of a device and not in possession of a phone pouch, will have their device removed.
- 2.2 All devices will be held in the school safe within a marked envelope.
- 2.3 Occurrence during the day, removed and returned at 4pm, same day with parents collecting.
- 2.4 Regular occurrences of this rule breach may result in the device being held overnight.

3. Photography/Videography

- 3.1 Any photography/videography of staff or students will be referred to the schools Code of Behaviour.
- 3.2 The altering, sharing or distribution of any images or videos of students, staff or invited guested speakers via Artificial Intelligence (AI), filters or in app functions or otherwise, will be referred to the Code of Behaviour and/or An Garda Síochána.
- 3.3 The device will be removed from the student and a meeting with parents/guardians will be required.
- 3.4 Material in question will be deleted and deleted from the '*Recently Deleted*' recycled bin.

4. Refusal

4.1 Refusal to adhere to any of these rules will result in a meeting being held with all parties' concerned and with parents/guardians.

4.2 The enactment of our Suspensions and Expulsion policies may be required depending on the nature of the issue in question.

5. Availability of Policy

5.1 This policy is available to staff, students and their parents/guardians, persons who work in the school on a part time and or temporary basis and it applies to all persons who encounter the school or its staff or students when engaged in school related activities. New staff will be informed of the policy when they take up employment in the school.

6. Review of Policy

6.1 This policy will be monitored and reviewed annually on behalf of the Board of Management, by the Principal. The practical application of the policy during the preceding year, its efficacy in preventing the generation, distribution or private sharing of images or videos created of students or staff, will form part of the review process. Results of this review will be submitted to CMETB.

6.2 The policy may be reviewed periodically by CMETB, in light of emerging legislation and circulated Guidelines from the Department of Education and Skills, or advice received from external agencies.

This policy was ratified by the St. Bricin's College Board of Management

on _____

Signed: _____
(Chairperson)

Date: _____

Signed: _____
(Principal)

Date: _____

Definitions under the Education Act, 1998

“Parent” includes a foster parent, a guardian appointed under the Guardianship of Children Acts, 1964 to 1997, or other person acting in *loco parentis* who has a child in his or her care subject to any statutory power or order of a court and, in the case of a child who has been adopted under the Adoption Acts, 1952 to 1998, or, where the child has been adopted outside the State, means the adopter or adopters or the surviving adopter;

“Principal” means a person appointed under *section 23*;

“Mobile Devices” is more explicitly explained as a mobile telephone, mobile tablet, laptops, surface Go’s or any other devices capable of recording or capturing images or sound

“School” means an establishment which—

(a) provides primary education to its students and which may also provide early childhood education, or

(b) provides post-primary education to its students and which may also provide courses in adult, continuing or vocational education or vocational training, but does not include a school or institution established in accordance with the Children Acts, 1908 to 1989, or a school or institution established or maintained by a health board in accordance with the Health Acts, 1947 to 1996, or the Child Care Act, 1991;

“Student/Pupil”, in relation to a school, means a person enrolled at the school and in relation to a centre for education, means a person registered as a student in that centre.