

MOBILE PHONES/PORTABLE MUSIC SYSTEMS (MP3 PLAYERS etc) – ACCEPTABLE USE POLICY

Purpose

1. The increased ownership of mobile phones and portable music systems (MP3 players etc) requires that school management, teachers, students, and parents/guardians take steps to ensure that mobile phones/MP3 players etc are used responsibly. This Acceptable Use Policy is designed to ensure that potential issues can be clearly identified and addressed; ensuring the benefits that mobile phones/MP3 players provide (such as increased safety and security in the case of phones) can continue to be enjoyed by our students.
2. Our Lady of Lourdes Secondary School has established the following Acceptable Use Policy for mobile phones/MP3 players etc that provides teachers, students and parents/guardians with guidelines and instructions for the appropriate use of mobile phones/MP3 players etc during school hours.
3. The Acceptable Use Policy for mobile phones/MP3 players etc also applies to students during school excursions, trips and extra-curricular activities. In the case of school activities involving overnight stay, the school does not allow students attending, to use mobile phones without express permission of the supervisors/teachers concerned. On such excursions, trips and extra-curricular activities the instructions of staff in relation to the use of MP3 players etc must be followed.

Rationale

Our Lady of Lourdes Secondary School accepts that parents/guardians give their children mobile phones to protect them from everyday risks involving personal security and safety. There is also ever-increasing concern about children travelling alone on public transport, commuting distances to school and waiting to be collected from school. It is acknowledged that providing a child with a mobile phone gives parents/guardians reassurance that they can speak with their child quickly, at any time.

Responsibility

1. It is the responsibility of students who bring mobile phones/MP3 players etc onto school premises to adhere to the guidelines outlined in this document and take responsibility for the care of the device(s).
2. The decision to provide a mobile phone/MP3 players etc to their children should be made by Parents/Guardians.
3. Parents should be aware if their child takes a mobile phone/MP3 players etc onto school premises.

Use of mobile phones

Unless a student is given express permission by a member of staff mobile phones must be switched off and kept in the student's locker during the following times:

08.30 - 04.00 (Monday to Thursday)

08.30 - 3.45 (Friday)

During supervised study 4:00 – 7:30 (3:45 – 6:45 Friday)

In an emergency

Parents are reminded that in cases of emergency, the office remains a vital and appropriate point of contact and can ensure your child is reached quickly, and assisted in any appropriate way.

Parents/guardians contacting their daughters directly in an emergency is, in most cases, inappropriate and should be avoided.

Use of MP3 players etc

These devices must be switched off and kept in the student's locker during the following times:

09:00 - 11.00

11:15 - 1:00 (12.35 Friday)

1:50 - 3:45 (1:30 – 3:30 Friday)

During supervised study 4:00 – 7:30 (3:45 – 6:45 Friday)

Use of such devices during these times will result in them being confiscated for the remainder of the day.

Theft or Damage of mobile phones/MP3 players etc

1. Students are required to mark their mobile phone/MP3 player etc clearly with their name.
2. Mobile phones/MP3 players etc which are found in the school and whose owner cannot be located should be handed into the office.
3. The school accepts no responsibility for replacing lost, stolen or damaged mobile phones/MP3 players etc. Their safety and security is wholly in the hands of the student.
4. The school accepts no responsibility for students who lose or have their mobile phones/MP3 players etc stolen while travelling to and from school.

5. It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords should not be shared.