

# **Policy on the use of Hand-held Devices including Mobile Phones & SMART Technology**



You may bring your Hand Held Device (HHD)/Mobile Phone to school, but it must be switched off and out of sight at all times whilst on the school grounds or engaged in school activities, unless its use is explicitly authorised by a teacher. This means pupils are not permitted to use these devices between classes, at morning break or at lunch times.

If a pupil is found using a HHD/Mobile Phone without the explicit permission of a teacher, (s)he will be sent immediately to reception to hand over the device. Failure to comply with this guidance will be treated as defiance of a member of staff.

Any HDD/Mobile Phone handed over will be kept safely at reception until the end of the school day, where it can should then be collected by the pupil. However, in the event of persistent defiance of the rules in the use of such devices, parents will be contacted and required to come into school to collect the device.

Any information received about the use of text messages or the camera/video function of any HDD/Mobile Phone at any time in a manner liable to cause upset to any member of our community will result in sanctions being applied as set out in the School Discipline Policy. Such information may also be passed to the PSNI.

The school does not accept responsibility for the loss or damage of HDDs/Mobile Phones.