

Mobile Phone Usage Policy

Zeeko Phone Blocking Pouches:

- Each student must have a Zeeko Phone Locking Pouch for their mobile phone.
- The school has provided pouches free of charge. Any damaged pouches must be replaced at a cost of €20.

Entering the School:

- Students must place their mobile phones in their Zeeko Phone Blocking Pouches upon entering the school.
- Tutors will check that phones are in pouches during registration.
- Students arriving late must ensure their phone is placed in the pouch upon entering the classroom. Their teacher will verify this.

Student Responsibilities:

- Zeeko Phone Blocking Pouches must always be visible on the desk, with the phone securely inside.
- If a student does not own a phone, their parent/guardian must sign a "No Phone" contract at the beginning of the school year. Until this contract is signed, students will be subject to the sanctions outlined below.
- Phones may only be accessed at the end of the school day when exiting the premises.
- Students are responsible for their own phones and pouches.
- Students must present their pouches for inspection upon request by teachers.
- Damaged or lost pouches must be replaced by the student at a cost of €20.

Sanctions:

1. **Forgotten** Zeeko Phone Locking Pouches:

- Students without their Zeeko Phone Blocking Pouch must hand their phone to the office or management.
- Phones can be collected at the end of the day from the main office.

2. **No Pouch or No Contract Signed:**

- Students who state they do not have a Zeeko Phone Blocking Pouch or phone in school without a signed contract will be placed on detention.
- Parents/guardians will be notified via a text message home.

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3. Phone Outside the Pouch:

- First Offence: The phone will be confiscated, and the student will receive a detention. The incident will be recorded on Compass.
- Second Offence: The phone will be confiscated, and a parent/guardian must collect it from the school. The phone will not be returned to the student. Parents will be notified via text.

4. Violation of "No Phone" Contract:

- If a student with a "No Phone" contract is found with a phone, the phone will be confiscated.
- A parent/guardian must collect the phone from the school.
- The student will be placed on detention, and the "No Phone" contract will be null and void.
- The student must then use a Zeeko Phone Blocking Pouch for their phone moving forward.

Additional Notes:

- The Deputy Principal will note signed "No Phone" contracts on Compass.
- Repeated violations of the policy may result in further disciplinary actions as deemed necessary by school management including suspensions.