



Scoil Náisiúnta Droichead An Chláir

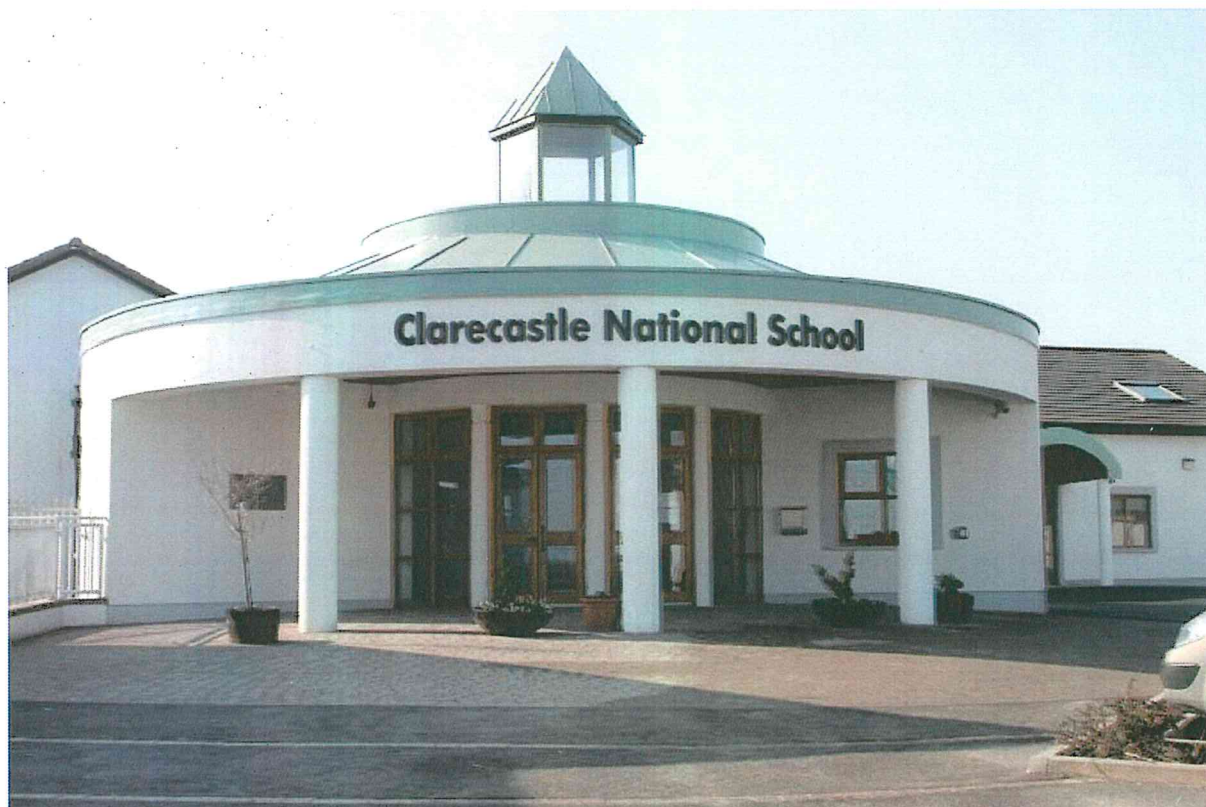
Clarecastle National School, Clarecastle, Co. Clare

Ratified by BOM on
24th September 2018

Personal Internet Enabled Devices Policy

Formulated August 2018

Clarecastle National School



Personal Internet Enabled Devices Policy

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Principal Martin Moloney
Roll Number 17026M

Introduction

In Clarecastle National School we recognise and acknowledge that digital technologies have become integral to the lives of children and young people both within school and outside of school. These technologies are powerful tools which can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. When used incorrectly these technologies have the potential to be highly destructive and impact negatively on personal wellbeing thus having an adverse effect on teaching and learning in our school.

Rationale

This policy has been formulated, following consultation with all members of the school community, to:

Ensure that the use of personal internet enabled devices does not have a negative impact on the safe, secure and productive learning environment that prevails in our school.

Comply with the provisions of DES Circular 0038/2018 which can be accessed at www.education.ie or by clicking the link below.

[Use of Smartphones and Tablet Devices in Schools](#)

Aim

The aim of this policy is to clearly communicate to all members of the school community our policy on the use of internet enabled devices in our school.

Relationship to the characteristic spirit of the school

As a school community we value and encourage the use of internet enabled devices for the enhancement and development of teaching and learning in our school. Through the use of internet enabled technologies in school we aim to equip our pupils with the skills necessary to:

- Understand and be capable of using skills and concepts developed to be active citizens.
- Engage with modern communications and media in a critical and responsible way.
- Ensure personal well-being.
- Make informed choices about many aspects of their lives.

Procedures for Pupils

Following on from the unanimous agreement between members of the Board of Management, School Staff and Parents Association Consultation Group:

Pupils are not permitted to have personal internet enabled devices in their possession during the school day or on/at any school related activities.

- On occasion teachers may request pupils to bring personal internet enabled devices for a particular educational purpose or educational initiative such as Bring Your Own Device Day (BYOD).
- On such occasions personal internet enabled devices must only be used for the specific purpose they are intended for.
- Pupils must only turn on their personal internet enabled device when instructed to do so by the class teacher.
- Pupils must turn off their personal internet enabled device when instructed to do so by the class teacher.
- Any pupil found to be in breach of the above will have their device confiscated and parents will be contacted.

Procedures for Staff

School Business

- Where it is necessary for teachers to contact other professionals or outside agencies in relation to school related issues during class contact time each individual teacher is responsible for organising suitable supervision for the pupils in their care. Contact can then be made using the school landline located in the staffroom/office or school mobile phone.
- The organisation of school events such as sporting events, tours, educational visits/outings etc. should be organised by teachers using their dedicated school e mail address, the school landline or school mobile phone, where feasible.
- Where a teacher chooses to use their own personal device to carry out school related business while on site, the Board of Management accepts no responsibility for cost incurred or other issues which may arise out of the said use (unless use is requested by the Principal or in the event of emergency).
- Teachers may use personal internet enabled devices for accessing the school's pupil database when off-site.
- When accessing the school's pupil database on a personal internet enabled device when off-site each teacher is responsible for ensuring that they are fully compliant with General Data Protection Regulations (GDPR) and Clarecastle NS Data Protection Policy.
- The Principal may utilise School internet enabled devices at all times during the school day and while in classrooms so that he is contactable by the office / staff (in case of emergency) and other agencies at all times.
- Staff personal internet enabled devices may also be used to contact the Principal / office in the case of an emergency in the classroom / yard etc.

Staff Personal Business

- It is acknowledged that teachers and SNAs may need to be contactable by their family / their children's school etc. during the day, so phones may be stored discretely and remain on silent during pupil contact time. Staff personal calls/messages on their mobile phones may be answered in cases of such emergencies.
- Where a teacher needs to use a personal internet enabled device in an emergency situation as detailed above each individual staff member is responsible for organising suitable supervision for the pupils in their care.
- Staff personal calls and messages are ordinarily confined to break times but not while on yard duty, except in case of emergency.

Procedures for Parents

- Parents must ensure that pupils do not bring internet enabled devices to school unless requested to do so by the relevant class teacher for a specific educational purpose.
 - ✓ Parents will receive a communication from the school if personal internet enabled devices are required in school.
- Parents are asked to monitor pupils use of personal internet enabled devices ensuring that their interaction with others is done so in an ethical and respectful manner so as not to impinge on the safe, secure and productive learning environment that prevails in our school.
- Parents are requested **NOT** to upload or share images/recordings of pupils at school events on social media or other platforms.
- Parents can sign up to and use Clarecastle National School's Internet and Technology Use Agreement.

Roles and Responsibilities:

All members of the school community share in the co-ordination and implementation of this policy.

Evaluation:

This policy is monitored on an ongoing basis and amendments will be added as need be so as to ensure the continued provision of a safe, secure and productive learning environment in our school.

Implementation:

- This policy has been in place since the date of ratification by the Board of Management.

Ratification

This policy was ratified by the Board of Management of Clarecastle National School at a meeting held on the 24/09/2018.

Signed:

Liam Barry

Date: 24/09/2018

Mr. Liam Barry

Chairperson

Board of Management