



MOBILE PHONE POLICY

In order to ensure the ongoing safety and security of children in our care mobile phones / mobile devices are prohibited in all areas of the building that children have access to.

The School & Centre will:

- Ensure that all personal mobile phones are kept in staff lockers during the working day /contact time. No member of staff should have their personal mobile with them in an area that is accessible to children. The Staffroom has been designated as a mobile friendly area for staff use
- If a mobile phone is required as part of their duties, a centre mobile phone must be used. Centre phones do not have photographic capabilities. Personal mobile devices should not be taken on school or centre business that involves direct or indirect contact with children. ie trips / visits / home visits

Parents, carers, clients and other centre users will:

- Ensure mobile phones and devices are not used whilst on the premises or during arranged activities where children are present. This also applies to our outdoor area, trips and visits etc.

Mobile devices should be switched off and stored securely away from children during any planned events / visits to the children's environments ie during induction / settling in visits.

At drop off and pick up times mobile phones / devices may only be used in the Reception area (mobile friendly zone)

- If you need to use your mobile within the centre-please ask a member of reception staff (mobile friendly zone- reception area only).
- Never use a mobile phone / device as a means to take photographs.

Thank you for supporting us to safeguard our children