



Mobile Policy

St Peter's After School Club fosters a 'culture of safety' in which the children and staff are protected from abuse, harm, and distress. We therefore have a clear policy on the acceptable use of mobile phones that is understood and adhered to by everyone: staff, children and parents.

Staff use of mobile phones

- Personal mobile phones belonging to members of staff are kept in a secure location during working hours.
- If a member of staff needs to make an urgent personal call they can use the club phone or make a personal call from their mobile in an agreed area.
- If a member of staff has a family emergency or similar and needs to keep their mobile phone to hand, prior permission must be sought from the Manager.
- Under no circumstances may staff use their personal mobile phones to take photographs at the club during working hours.

Children's use of mobile phones

- Whilst we understand that some children in Years 5 & 6 have mobile phones as per the school mobile phone rules, we do not permit access to them during club hours.
- Should parents need to contact their child or vice versa, this should be done following the usual procedures via the club telephone and not using personal phones.
- The club does not accept any responsibility for loss or damage to mobile phones brought to the club by the children.
- Children must not use their mobile phone to take photographs of any kind whilst at the club. If they want a photograph of a particular activity they can ask a member of staff to take one using the club camera.

Visitors' use of mobile phones

- In the interest of safeguarding we ask all parents and visitors not to use their phones or other mobile devices on club premises.
- Taking of photographs by parents or visitors is **strictly prohibited**. If a parent would like to have a photograph of their child involved in an activity or at play, they can ask a member of staff to take one using the club camera.

Related policies

See also: Safeguarding Policy/E Safety Policy.

This policy was adopted by: St Peter's After School Club	Date: 23/08/19
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