

Netherseal St Peter's C E (C) Primary School



Mobile Phone Policy

Introduction

At Netherseal St Peter's C E (C) Primary School the welfare and well-being of our pupils is paramount. This policy on the use of mobile phones in school and whilst with children has been drawn up in the best interests of pupil safety and staff professionalism.

Use of mobile phones

Pupils:

- Pupils are not permitted to have mobile phones at school or on trips.
- In the event of a parent wishing for his/her child to bring a mobile phone to school *in an exceptional circumstance*:
 - the parent must put their request in writing to the headteacher
 - the phone must be handed in, switched off, to the office (left at the owner's own risk) first thing in the morning and collected from the office by the child at home time
- Mobile phones brought to school without permission will be confiscated and must be collected from the headteacher by the parent.

Staff:

- Phones must be kept in bags on 'silent' (or switched off) during class time.
- Mobile phones must not at any time be left out where they can be accessed by children.
- Staff may not make or receive calls, and may not send or read text messages, during class time.
- Use of mobile phones must be limited to non-contact time when no children are present.
- Mobile phones will never be used to take photographs of children
- In the event of an emergency, the school office will pass on any telephone messages for staff straight away.
- In order that they can be contacted (or can make contact) in the event of an emergency, staff may have mobile phones switched on when teaching off site, for example in the village hall; at the church; on the tennis courts; on the sports field; at swimming lessons; on educational visits and on residential visits.
- Staff on playground duty at break and lunchtimes may have their mobile phones switched on for the same reasons. **See also Staff Code of Conduct.**

S Hart

Reviewed February 2018

This policy has been approved by governors; a signed copy is available in school.