



Hillside Nursery School Mobile Phone Policy

The purpose and importance of Mobile Phone Policy

Hillside Nursery recognises that staff may need to have access to mobile phones on site during the working day. However, there have been a number of queries raised within the local authority and nationally regarding the use of mobile phones and other devices in educational settings.

The concerns are mainly based around these issues:

- Staff being distracted from their work with children
- The use of mobile phones around children
- The inappropriate use of mobile phones

Ensuring the safe and appropriate use of Mobile Phones

Hillside Nursery allows staff members to bring into school their mobile phones and other communication devices for their personal use. However, teaching staff must ensure they keep their phones/devices in their lockers at all times and are not allowed to use them in the nursery, children's toilets, children's changing rooms, or in the play areas at anytime. This includes the use of mobile phone wrist watches or any other means of communication.

We use mobile phones supplied by the nursery to provide a means of contact in certain circumstances such as educational visits or in the case of an evacuation. If teaching staff need to make an emergency call, they must do so from the school office. Staff must ensure that there is no inappropriate or illegal content on the device.

Mobile phone technology may not be used to take photographs anywhere within the nursery grounds. There are digital cameras and I-Pads available within the nursery and only these should be used to record visual information within the consent criteria guidelines of the local authority and the nursery.

Members of staff may only contact a parent/carer on school approved mobile phone. When children undertake a school trip or journey, mobile phone use by adult leaders should be limited to contact with the school office or venues being visited, except in emergencies and then only by approved telephones.

Student and volunteers should also adhere to this policy and may leave their phones in the school office for keep safe.

Use of mobile phones for visitors

Upon their visit visitors are given information informing them that they are not permitted to use mobile phones on the premises. If they wish to make or take an emergency call they may use the school office telephone. Visitors are not permitted to take photographs or recordings of the children without the Headteacher/ Teacher's permission.

This policy is adopted by all staff, visitors, students and volunteers.

“Hillside Nursery is committed to safeguarding and promoting the welfare of children, young people and adults at all times and expects everybody working within this nursery to share this commitment”