

# St Peter's C.E. Primary School



## Mobile Device Policy

This policy provides guidelines for the use of mobile devices within the school to ensure a safe, respectful, and distraction-free learning environment for all students.

### **Scope of the Policy**

This policy applies to all students, staff, visitors, and volunteers within the school premises. "Mobile devices" include, but are not limited to, mobile devices, tablets, smartwatches, and other internet-enabled devices.

### **Use of Mobile devices for Staff**

Staff are expected to set a positive example for students. St Peter's allows staff to bring in mobile devices for their own personal use.

- During the school day mobiles are only to be used during break and lunch time, in an appropriate place away from children E.g. staff room or school office. This is to avoid any inappropriate allegations being made against staff when using mobile devices. This protocol keeps staff and pupils safe.
- Personal mobile devices should not be used in view of students.
- Mobile devices should be silenced.
- Staff must ensure that there is no inappropriate content on their device.
- Mobile device technology may not be used to take photographs anywhere within the school or school grounds. There are digital cameras and ipads available in every classroom/year group. Only these should be used to record visual information within the consent criteria guidelines of the local authority and St Peter's C of E Primary School.
- Members of staff may only contact a parent/carer on land line school devices or the school approved mobile device.
- When children undertake a school trip or journey, mobile device use by adult's leaders should be limited to contact with the school office or venues being visited, unless in an emergency.

### **Use of Mobile devices for children (including smart watches)**

- Bringing devices to school: Students are not encouraged to bring mobile devices to school. The school takes no responsibility for the loss, theft, or damage of any device brought onto school grounds.
- Students must keep mobile devices switched off and stored in the school office during school hours. Pupils should not use mobile

devices (or any other form of recording device) within the school grounds

- Children's mobile devices are not permitted on school trips.
- Parents are encouraged to support the school's mobile device policy by reinforcing these expectations with their children.

### **Use of Mobile devices for Volunteers, Visitors and Parents**

- Upon their initial visit, volunteers visitors and parents are given information regarding the use of mobile devices on the school premises.
- To protect student privacy, visitors are not permitted to photograph, video, or record students without prior permission from school administration.
- Visitors are requested to respect learning environments. Mobile devices should be silenced in sensitive areas, such as classrooms, the library, and school hall.
- During school events, visitors may be allowed to take photos or videos under the guidance of staff and with the understanding that no images or recordings of students will be shared publicly or online without explicit permission

Reviewed	September 25
By	J Alcock,
Review due	September 26