

BRANSTON PRE-SCHOOL CENTRE

**MOBILE PHONE POLICY.**

**We aim to protect children from harm by ensuring the appropriate management and use of mobile phones by everyone who comes into contact with the setting.**

**To minimise any risks, all personal mobiles must not be used where children are present.**

Safe and secure storage of practitioners' personal belongings including mobile phones is provided. It is recommended that personal mobile phones are security marked, password protected and insured.

Visitors, including other professionals, contractors and parents/carers must be made aware by signs and verbal reinforcement that they are not to use their mobile phone where children are present.

Staff are advised to provide their work place contact number to their family members, own children's schools/settings for use in the event of an emergency. The setting will not be held responsible for any loss or damage of personal mobile phones.

The device used to take observational pictures will remain on site at all times in a lockable area.