

Cheeky Monkeys Out of School Club

Mobile Phone Policy



Mobile Phone Policy

Cheeky Monkeys OSC fosters a ‘culture of safety’ in which the children and staff are protected from abuse, harm and stress. 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. Abiding by the terms of the Club’s mobile phone policy ensures that we all:

- Protect children from harm and abuse
- Prevents staff from being subject to false allegations
- Help staff remain focused on the care of children
- Work in an open and transparent environment

Staff use of mobiles

Personal mobile phones belonging to members of staff are kept in lockers during working hours. The manager’s or session leader’s mobile phone will be kept in the mobile phone box. This is to allow the use of the phone in emergencies and to allow parents to contact us. It will not be used for personal use. If a member of staff needs to make an urgent personal call they can do so in the School staffroom.

When using the mobile phone for updating the Cheeky Monkeys OSC Facebook page, staff will ensure all staff members are aware that this is the reason and under no circumstances will photos of children will be taken.

Children’s use of mobile phones

Whilst we understand that some children have mobile phones, we do not allow them into the setting and we have an arrangement with Highfields Primary School that phones are handed into the office on arrival.

Visitors’ use of mobile phones

Parents and all other visitors must not use their mobile phone, or any other device, to take photographs within the Club. This includes taking photographs of their own children. If they want to have a photograph of their child involved in an activity or at play, parents can ask a member of staff to take one using the Club camera.

Related policies

See also **Safeguarding Children** policy

This policy was adopted by:	Date: January 2022
To be reviewed: January 2023	Signed:L Drover