

St Paul's Stars Breakfast and After School Club Committee

OFSTED URN 110674
Registered Charity No. 108 7223



Mobile Phone Policy

St Paul's Stars Breakfast & After School Club fosters a 'culture of safety' in which the children and staff are protected from abuse, harm, and distress. 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
- Prevent 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 mobile phones

Personal mobile phones belonging to members of staff are kept in with their personal belongings during working hours.

If a member of staff needs to make an urgent personal call they can use the club phone or make a personal call from their mobile in the school staff room or library away from the children.

If a member of staff has a family emergency or similar and needs to keep their mobile phone to hand, prior permission must be sought from the Playleader or Deputy.

Under no circumstances may staff use their personal mobile phones to take photographs at the club during working hours.

Children's use of mobile phones

Whilst we understand that some children have mobile phones, we actively discourage them from using their phones within the club.

Children that have mobile phones must hand them in to a staff member for safekeeping until they are collected.

The club does not accept any responsibility for loss or damage to mobile phones brought to the club by the children.

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 and child protection policy](#).

This policy was adopted by: St Paul's Stars Breakfast & After School Club	Date: 14 December 2023
To be reviewed: Annually	Signed: Sarah Armstrong-Stacey, Chair of the St Paul's Stars Breakfast & After School Club Management Committee