



Policy for the Use of Mobile Phones

Mobile Phone Policy

Our Lady Star of the Sea RC Primary School acknowledges the benefits and learning opportunities to be gained from the use of new technologies and recognise the potential of mobile phones as a tool for communication. However, we also acknowledge the potential misuse of mobile phones in the workplace and in particular in the school environment.

Gathering information on our children's learning and development is important to support their progress and improve future outcomes. Documenting children's learning is therefore high priority and can take many technological formats; digital photography, video footage, recording devices..etc. As a school we provide staff with the necessary ICT equipment they require in order to capture this process.

In the light of recent high profile developments, particular reference needs to be made to 'Mobile Phone' usage. There is a concern that mobile phones with integrated cameras enable anyone to take photographs or video footage without the knowledge of those being targeted. The dangers to children are clear. This policy aims to ensure that our children are fully protected, prevents accusations against staff and reassures parents.

Our Lady Star of the Sea RC Primary School accepts that employees will bring their mobile phones into work. However, as a general rule, employees are not permitted to have their mobiles on their person throughout the day. Mobile should during work hours be securely stored away. Employees are permitted to use their mobiles during lunchtime, as long as they are not taken into teaching areas or being used around children.

No member of staff may use their mobile phone for any purpose including text messaging during school hours.

Any employee found taking images/footage of children via their mobile phones will face immediate disciplinary action.

I have read and understood the mobile phone policy of Our Lady Star of the Sea RC Primary School.

Signed _____

Date: _____