

Warmley Park School and College



POLICY ON THE USE OF MOBILE PHONES AND DEVICES

Reviewed: July 2022
Ratified by Chair of Govs: July 2022

Renewal: July 2024

This policy must be read in conjunction with Warmley Park School Safeguarding Policy

At Warmley Park School and College the welfare and safety of our pupils is paramount. The aim of this policy is to clarify safe and appropriate practice.

Staff (includes volunteers and students on placement)

- Staff should leave their mobile phone/device in a bag in a cupboard away from pupils.
- Staff are not permitted to make or receive calls, or use their mobile phone in any way, when they are working with pupils, including in the playground.
- Any urgent messages can be taken via the school office.
- If staff wish to use their mobile phone during their break-time, they must be in an area where pupils are not present.
- Staff should never contact pupils or parents from their personal mobile phone, or give their phone number to pupils or parents. If a member of staff needs to make telephone contact with a parent they should use a school telephone.
- In circumstances such as a community visit, staff will agree with the Headteacher the appropriate use of a personal mobile phone in the event of an emergency.
- In school, when pupils are present, staff may use a mobile phone to contact the emergency services only.
- Some staff, including the Headteacher, Deputy Headteacher and Lead Professional for Family Support have a Warmley Park School mobile phone for work purposes. These are used in line with the requirements of their post.

Visitors including other professionals

- We would prefer that visitors, including other professionals, did not use their mobile phone/device whilst in school but recognise that they may see their phone as a means of essential communication.
- Visitors should leave their mobile phone in a bag away from pupils.
- Should a visitor need to make or receive a call they should do this away from pupils.
- Visitors must not take photos or record images of pupils unless this has been discussed and agreed with the Headteacher and is with the permission of parents, for a professional reason.
- Any urgent messages can be taken via the school office.

Equality and community cohesion

Warmley Park School is committed to equality for all members of the school community. The school promotes a positive and proactive approach to valuing and respecting diversity and will not tolerate harassment of any kind. Our work and progress in this area is detailed within the Single Community Cohesion and Equality Scheme (SCCES) which is updated annually and informed by pupil and parent questionnaires, and discussion with staff.

Equality Impact Assessment (EIA)

This policy has been assessed with regard to its impact on equalities issues. The equality impact assessment has been conducted by the EWG (Equalities Working Group) and focused on race, gender, disability, age, sexual orientation and religion/belief. Community Cohesion has also formed part of the impact assessment work in order to ensure respect for diversity, alongside a commitment to common and shared bonds.

EIA outcomes

The EWG found no areas of potential negative impact and actions resulting in positive impact are in place.