



**BROADWATER**  
CHURCH OF ENGLAND  
PRIMARY SCHOOL

Rectory Gardens  
Worthing  
West Sussex  
BN14 7TQ

TEL 01903 235389  
EMAIL [office@broadwaterce.org](mailto:office@broadwaterce.org)

Headteacher: Mrs N Simpson

[www.broadwater.w-sussex.sch.uk](http://www.broadwater.w-sussex.sch.uk)

# Wrap Around Care Mobile Phone and Electronic Device Policy 2021-2024

**Turn your ear to wisdom and apply your heart to understanding (Proverbs 2:2)**

Broadwater is a Christian School. We will enable children to become wise, confident, successful learners with the motivation, skills and responsibility to make a positive difference in God's world. Our vision is underpinned by the values we live by.

*The Holy Spirit produces this kind of fruit in our lives: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control. There is no law against these things! Galatians 5:22*

It is this fruit that, in partnership with parents, we will instil in the children of our school.

## **Broadwater Church of England Primary School Mobile Phone and Electronic Devices Policy**

This policy is part of Broadwater Church of England Primary School's wider commitment to safeguarding the welfare of children. This policy also aims to ensure the well-being of our staff and volunteers and keep them safe from allegations of abuse.

### **Use of Mobile Phones and Electronic Devices - Staff**

- Staff working directly with children must not use personal mobile phones or devices as it is inappropriate and can distract them from caring for the children in their group.
- Mobile phones are to be given to the Manager/Supervisor at the start of each session and will be kept in a secure place, out of sight, until the end of the session. Any personal electronic devices should also be handed to the Manager/Supervisor at the start of the session. Any member of staff expecting an urgent call during working hours at the club premises should direct these to the club phone.
- In the event of an evacuation or Lockdown the Manager/Supervisor will use their own personal mobile phone in the emergency.
- Staff may also be permitted by the Manager/Supervisor to use their personal mobile phone in exceptional circumstances, such as in the case of a looking for a missing child.

### **Use of Mobile Phones and Electronic Devices - Children:**

We realise that some children may have electronic devices/mobile phones on them.

- These are to be kept in the child's bag at all times.
- Broadwater Church of England Primary School cannot be responsible for loss or theft of such items.

### **Use of Mobile Phones and Electronic Devices - Parents and Carers:**

We would prefer if parents/carers did not use their phones within the setting, to make or receive calls. Mobile phones and conversations can be very disruptive, and they divert the parent/carers attention away from the responsibility of looking after their children.

If calls must be taken parents are asked to step outside and to have the conversation off the premises. Parents/carers should not take photos within the setting unless it is with the express permission of the Manager/Supervisor.

### **Visitors:**

All visitors to the setting will be advised of this policy and be expected to adhere to it. Ofsted inspectors or other professionals attending the setting may be required to use their mobile phone or electronic devices in order to carry out their work, but they should be made aware of the policy with regard to the use of their mobile phone or electronic device and agree with the manager how this will be used and where it will be kept.

This policy was adopted by:	Broadwater Church of England Primary School	Date:	July 2021
To be reviewed:	Annually		