



Policy Ref: MPHONE
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Date: April 2023
Review Date: April 2025

THE USE OF MOBILE PHONES AT DRAYCOTT SPORTS CAMP

Rationale

This policy defines and describes the acceptable use of mobile phones for all members of Draycott Sports Camp (including Draycott Football Academy).

*3.4 Providers must be alert to any issues for concern in the child's life at home or elsewhere. Providers must have and implement a policy, and procedures, to safeguard children. These should be in line with the guidance and procedures of the relevant Local Safeguarding Children Board (LSCB). The safeguarding policy and procedures must include an explanation of the action to be taken in the event of an allegation being made against a member of staff, **and cover the use of mobile phones and cameras.**"*

(Statutory Framework for EYFS)

Draycott Sports Camp Responsibilities

Draycott Sports Camp is responsible for ensuring that its staff members act in a lawful manner; making appropriate use of personal technologies for approved purposes only. Draycott Sports Camp is responsible for adopting relevant policies and Mr Draycott is responsible for ensuring that staff are aware of their contents.

Staff Responsibilities

Staff found to be in breach of this policy may be disciplined in accordance with Local Authority disciplinary procedures. In certain circumstances, breach of this policy may be considered gross misconduct resulting in termination of employment. Any member of staff must report all suspected breaches of this policy to Mr Draycott.

Safeguarding

- Personal mobile phones should not be used in a space where children are present (e.g. classroom, hall, community rooms, field and playground).
- Staff are not permitted to use any recording equipment on their mobile phones (e.g. to take photographs or videos of children).

Children and Mobiles

The following rules apply for the use of personal mobile phones:

- If a child brings a mobile phone to Draycott Sports Camp, it must be stored in their personal belongings (such as a backpack) or handed in to Mr Draycott, to store for safe keeping. Mobile phones will be returned to the children after 3:00pm to take home or to use during 'after hours'. Children are supervised at all times when they are using their own personal phone.

Staff and Mobiles

- Draycott Sports Camp accepts that staff will bring their phones to work.



- Staff mobiles must be kept switched off or on silent at all times and not handled or answered with children present. Staff should not leave a session to use their mobile phone, unless granted by Mr Draycott. Mobile phones may only be used during mid-morning snack time/lunch break either in the staff room or areas where children are not present. Staff mobile phones may ONLY be used to play music via the Bluetooth speaker.
- Staff mobiles to be kept in their personal belongings and not left out on display or for children to access.
- All photographs and video recordings taken of the children during their sporting activities MUST be taken using the 'DRAYCOTT SPORTS CAMP' camera. This camera is to be handed in to Mr Draycott at the end of each day.

