



LADYBIRDS
NURSERY

Mobile Phones

Safeguarding

Policy Statement

Mobile phones must not under any circumstances be taken into the nursery rooms by any staff member, student, visitor or volunteer. All staff, students and volunteers are issued with a locker to keep their handbags and valuables in. All mobile phones must be switched off whilst in the lockers. The management of Ladybirds are more than willing for staff, students and volunteers to give the nursery number out to family members, schools, colleges etc as an emergency contact.

Any members of staff, students, and volunteers found to have their mobile phones on their possession, or in personal bags whilst on duty will be under investigation as to why they have their phones on their person. This could result in disciplinary action and/or instant dismissal.

Staff must understand that this action of taking phones into the nursery room will be classed as gross misconduct.

Staff's own personal belongings such as bags must also be placed in the staff room.

The management does not accept responsibility for any loss of belongings for items not placed in the staff room

Visitors will be asked to leave their mobile phones in the office.

Parents are made aware that the use of mobile phones will not be allowed to be used in the nursery rooms at all.

We display signs around the building to tell parents that mobile phones must not be used in the nursery.

This policy runs in conjunction with the e-safety policy, staff must take regard to both the policies together.

Issue Date January 2016

Date to be Reviewed January 2017

Date Reviewed May 2017

Date to be Reviewed May 2018

Date Reviewed May 2018

Date to be Reviewed May 2019

Date Reviewed April 2019

Date to be reviewed April 2020

Date reviewed

This policy will be reviewed sooner than the policy date should any new information become available.