



Mobile Phones in the Early Years Foundation Stages Policy



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To ensure the safety and welfare of the children in the Early Years Foundation Stage (EYFS) at Jeanne D'Arc British International School this policy outlines the rules for the use of personal mobile phones, devices and cameras in the EYFS.

It is good practice at times to record photographic and video images of students, or to allow students to record images of each other to assist teaching and learning, or to celebrate achievement. There is, however, potential for images of children to be misused, in extreme cases for pornographic or grooming purposes.

Employees should therefore adhere to the following policy:

- Personal mobile phones and mobile devices cannot be used when in the presence of children on school premises.
- All mobile phones must be stored securely out of reach within the school during contact time with children. This includes staff, visitors, parents, volunteers and students.
- No parent is permitted to use their mobile phone or use its camera facility on their mobile phone, whilst inside school buildings or around the grounds when children are present.
- Mobile phones must not be used in any teaching area within the EYFS or within the bathroom area.
- In the case of a personal emergency, staff should use the school telephone. It is the responsibility of all staff to make their families aware of the school telephone numbers.
- Personal calls may be made in non-contact time but not within the teaching areas.
- Personal mobiles, cameras or video recorders should not be used to record classroom activities.
- School equipment only should be used.
- Photographs and recordings can only be transferred and stored on a school computer, tablet or laptop before printing.
- All telephone contact with parents or carers should be made on the school telephone.
- During group outings nominated staff will have access to the school mobile which can be used in an emergency or for contact purposes.
- Staff may carry their own phones in bags but they should only be used in an emergency.
- In the case of school events, productions and sports day, parents or carers are allowed to take photographs and footage of their own child in accordance with this school policy but we strongly advise against the publication of any such photographs on social networking sites.

This policy was written in September 2024 and reviewed in January 2025.
It will be reviewed again in September 2027

