



St Mark's, Elm Tree CE VA Primary

Mobile Telephone Protocol

Members of staff are allowed to have mobile phones in school but they should be switched off during lesson time or where children are present such as at lunch time or playtime.

Visitors to school must have mobile phones switched off while they are working in areas with children present. If visitors need to use mobile phones as part of their work they must step into an area where there are no children present. Phones must be switched off immediately after use.

Volunteers in school may have a mobile phone but it needs to be switched off during their work with the children.

No photographs of children should be taken with mobile phones.

All photographs of children in Foundation should be taken with the school cameras.