

Issue D

## **Mobile Phone Policy**

No mobile phones are allowed in the Room during session times with the exception of the Quacker's own phone. They must be put away in the box in the Office. This applies equally to the Staff and Children in our care. Smart watches can be warn by staff, providing they have no camera function on them.

If anyone needs to be contacted during the session due to an emergency, this can be done on the main phone.

During session times all staff bags, valuables, coats etc are to be kept in staff lockers or within the disabled toilet or office areas.

Parents are requested not to have mobile phones turned on whilst they are inside the main room. If calls need to be taken this should take place outside the building.

Signed on behalf of Quackers After School Club:

Position: