



Safeguarding and Child Protection Policy Addendum – Mobile Phones

All visitors to Spring Common Academy must sign a declaration that they have received, read and understood the school's mobile policy.

All visitors must turn off their mobile phones or devices and we request you disable the NHS track and Trace app as the school has strict Covid 19 protective measures and track and trace information.

For visitors no phone calls and/or texts must be taken or made, use is restricted to those areas not accessed by children to avoid any unnecessary disturbance or disruption to others. Should phone calls/and or texts need to be taken or made, visitors must leave the premises to do so.

For staff or visiting professionals any call or text must be made in an area of the school without prospect of access to pupils and by agreement with the Head of School as an authorised person to make phone calls or receive texts on site.

Photos of pupils must not be taken at all for any reason with a mobile phone.

No photos in school without prior discussion with a member of the Senior Management Team and authorisation in accordance with the General Data Protection Regulations (GDPR) and the Data Protection Act 2018 which also relates to storage and deletion of images and using the 'Use of images consent form'

(Please refer to the school's document "Guidance for schools and other establishments on the use of images".)

Any individual bringing any electronic device or phone into the school must ensure that it contains no inappropriate or illegal content.

This policy has been remotely approved by Trustees on 25th November 2020 and is available on the school website.