



### Use of mobile phones in our school - information slip for visitors and volunteers

- Please keep your mobile phone on silent/vibrate while on the school grounds
- Please do not use phones where pupils are present. If you must use your phone, you may go to the school office to ask for a private space to take a call.
  - Do not take photos or recordings of pupils or staff
  - Do not use your phone in lessons, or when working with pupils. Phones should be kept in a bag.

The school accepts no responsibility for phones that are lost, damaged or stolen while you are on the school grounds.

A full copy of our mobile phone policy is available from the school office.