

# **SARRATT DUCKLINGS PRE-SCHOOL**

## **MOBILE PHONE POLICY**

### **Staff**

Staff must ensure that all mobile phones are left in the staff cupboard and may be used on staff break times in designated areas.

If a member of staff needs to make or receive emergency calls, they may use the setting's landline.

### **Parents/Visitors**

We ask parents and visitors to not use their mobile phones whilst on the Ducklings premises.

Signs posted on doors and gates advising parents they may not use their mobile phones whilst on the Ducklings premises.

Policy adopted by Sarratt Ducklings Management Committee.

Date:

Employee/Student Signature:

Parent/Visitor Signature: