

RO/ALR

12 September 2013

To all parents/carers of children in Reception and Year One

MOBILE PHONE AND PARENT PROTOCOL

Dear Parent/Carer

Under the new Early Years Foundation Stage framework effective from September 2013, we are required as a school to ensure that part of our procedures for safeguarding the welfare of children in Reception is to ensure that mobile phones that have a camera function are not in operation during the school day, in the presence of children.

We have always had this requirement as part of our staff expectation, not only in Reception but across school. However, this policy currently only applies to members of staff, and visitors who operate under our staff policies and procedures.

Therefore I am extending this requirement to all other visitors into school, including parents. This will mean that **we will require you to turn your phone off, or have it securely stored away, when you come into school**, both at drop off and collection times, as well as on any occasion on which you are required to be in the school building during the school day e.g. collecting your child for a medical appointment, attending an open morning in your child's class, attending an open lunch, etc. Should there be an emergency that requires you to use your phone whilst you're in school, we kindly ask you to step outside of school to do so.

We allow parents and carers the privilege of being able to take photographs and videos of their children when they are involved in school performances, events or other activities that are subject of an invitation to the school's parent body only to attend. This privilege is given on the strict understanding that such photographs and videos are taken for the personal use of the family, and that the sharing of these images and videos will be done in a responsible manner.

Prior to events such as this, parents have the opportunity to apply to the Headteacher to consider withdrawing this privilege, should there be extenuating circumstances in which this might be necessary.

For this reason, we are asking that all parents sign up to the attached parent protocol. Please sign and return one copy to school.

Yours sincerely

R Overthrow
Headteacher