

Bambino Ltd

Mobile Phone Policy

Version	Date	Author	Comments
1.0	07/2008	Bambino Ltd	Initial release and adoption of policy
1.1	28/09/2011	Scott Roberts	Introduction of version control

Mobile Phone Policy

We believe our staff should be completely attentive during their hours of working to ensure all children in the nursery receive good quality care and education. This is why mobile phones are not to be used during working hours.

Staff must adhere to the following:

- Mobile phones are not to be turned on during your working hours.
- Mobile phones can only be used on a designated break and then this must be away from the children.
- Staff may give out the nursery phone number to be used in case of emergency.
- Mobile phones should be stored safely in the office at all times during the hours of your working day, or within designated lockers.
- No photographs should be taken of the children on any phones, either personal or nursery-owned.
- If any of the above points are not followed then the member of staff involved will face disciplinary action, which could result in dismissal.

