CROYDON
www.croydon.gov.uk

Croydon Music & Arts

Mobile Phone Policy for Centres

Version	Date	Author/Owner	Summary of Changes	Approved By
1	September 2025	JR	New policy	SLT
2	September 2026	JR	Update following KCSiE 2026	

Next Review Date	Review Frequency
1 Sept 2027	Every 1 year or sooner if required

Croydon Music & Arts (CMA) is committed to providing a safe and positive learning environment. Mobile phones can be useful for communication and safety but they must be used responsibly. This policy applies to all CMA activities, including lessons, ensembles, rehearsals, performances, events and organised trips.

This updated policy is in response to the Department for Education's changed guidance announced this summer, [DfE guidance] which states

"All schools should be mobile phone-free environments… throughout the school day, including during lessons, the time between lessons, breaktimes and lunchtime."

Children and Young People

Children and young people may bring a mobile phone for travel and personal safety purposes. However, unless specifically authorised by a member of staff:

- Devices must be switched off or on silent, and kept out of sight or reach, during lessons, rehearsals, performances and break times.
- Mobile phones and smartwatches must not be used in toilets, changing areas or other private spaces.
- Photography, filming or audio recording is not permitted without permission from CMA staff.

- Devices must not be used in a way that disrupts learning or affects the safety, privacy or wellbeing of others.

Parents and Carers

Parents and carers are asked to support this policy and help children understand the importance of responsible device use.

When attending CMA events, parents and visitors should:

- Respect safeguarding and privacy requirements.
- Follow staff instructions regarding photography and filming.
- Avoid using mobile phones in ways that disrupt lessons, rehearsals or performances.

Any authorised recordings taken at public performances are for personal use only unless specific permission has been granted. Photographs, videos or recordings of participants must not be shared online or through social media without appropriate consent and authorisation.

Consequences of Misuse

Croydon Music & Arts expects all pupils and young people to use mobile phones responsibly. Where a device is used in a way that breaches this policy, staff may act in the following ways:

- Remind the pupil of the expectations and ask them to put the device away.
- Require the device to be switched off.
- In cases involving safeguarding concerns, bullying, harassment, inappropriate photography, filming, recording, or online misuse, refer the matter to senior staff and follow CMA safeguarding procedures.
- Where necessary, involvement in activities may be suspended until the matter has been resolved.

Serious incidents involving the safety, privacy or wellbeing of others may also be referred to the pupil's school, relevant safeguarding agencies, or the police where appropriate.