



BARNARD CASTLE SCHOOL

## **Mobile Device (Covid 19) Policy**

This is a whole school policy

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<b>Action</b>	<b>Responsibility</b>	<b>Date</b>
Approved	Paul Kelsall (Safeguarding Link Governor)	November 2020
Next Review	Bursar	September 2021

## **Mobile Device Policy during the Covid 19 pandemic**

The purpose of this policy is to set out guidelines for use of mobile devices during the Covid 19 pandemic and will be subject to regular review as the situation progresses.

The School understands that pupils may be isolating at home and to minimise disruption to their education, lessons may be live-streamed and/or recorded via Microsoft Teams. This situation requires revisions to the current School policies regarding use of personal mobile devices by teaching staff.

The School believes these revisions are necessary to maintain the ordinary running of the School and continuity of the School's educational offering across home and School. The School is entitled lawfully to process such images, which are in the legitimate interest of the School and its community and highly unlikely to cause any negative impact on pupils.

Therefore, notwithstanding the following School policies:

- Safeguarding Policy
- Staff Behaviour and Code of Conduct Policy
- Online Safety Policy
- Photographs and Digital Image Policy
- Any other School policy that refers to use of teaching staff's personal mobile phones or devices

the School will, for the course of the pandemic, permit teaching staff only to use their personal mobile phones and other personal devices to live stream and record lessons via Microsoft Teams.

No recordings should be made or retained outside of the Microsoft Teams application.

**Pupil consent:** Pupils will be made aware that classes may be live-streamed and/or recorded during the pandemic, and that the focus of the recording will always be on the member of teaching staff and the learning resources.

**Mobile device use in EYFS:** The School's policies on use of mobile devices in EYFS state that only school cameras and devices are to be used in this setting and personal devices must not be used. This will not change during the pandemic and school educational devices only will be used for any live streaming.