

## **Midstream (West Lancs) Ltd**

### **Mobile Devices Policy**

Clients are permitted to bring mobile phones and other devices to Midstream. However, Midstream will accept no responsibility for the loss or damage of such devices and it is the responsibility of the clients to look after these at all times.

Use of mobile phones and other mobile devices are not allowed during class and work times unless these are for communication or learning needs that have been agreed by supervisory, teaching staff or instructional staff.

Clients may use these devices during lunch and break times. However, clients must not use mobile devices for internet use (including 3G & 4G networks) during lunch and break times as the internet is provided for training and business use **only** under staff supervision. Please also refer to Midstream's E Mail, Internet & Social Media Policy. Midstream will accept no responsibility for the type of communication sent, received or internet usage undertaken by a client including facebook and other social networking sites during lunch and break times.

Disciplinary action will be taken if a client does not comply with this policy or with the e mail, Internet & Social Media policy.

If it is felt by parents/guardians or carers that clients may use mobile phones or other devices inappropriately they should discourage the clients from bringing them to Midstream.