

## **BOWLS SCOTLAND MOBILE PHONE POLICY**

### **Policy Statement**

It is recognised that smartphones contain a wide variety of functions which can be susceptible to misuse. Misuse includes taking and distribution of indecent images, exploitation and bullying. Misuse of smartphones can cause distress to individuals, impact on self-confidence and mental well-being, as well as impact on privacy and right to confidentiality. Such concerns are not exclusive to children and young people.

It is appreciated that it can be very difficult to detect when smartphones are being used, particularly in relation to additional functions. The use of all mobile phones is therefore limited, regardless of their capabilities. There are 'mobile phone free' areas within the club setting. These are areas that are the most vulnerable and sensitive:

- Changing Rooms
- Toilets
- Shower Areas

**There is a zero-tolerance policy in place with regards to use of mobile phones by any individual in these areas.**

### **Policy Objectives**

The aim of the Mobile Phone Policy is to promote safe and appropriate practice through establishing clear acceptable use through guidelines. This policy applies to Bowls Scotland staff, volunteers, support staff and coaches / club members and relates directly to the appropriate codes of conduct.

### **Responsibility**

It is the responsibility of the players / coaches / volunteers / parents and carers to adhere to the guidelines outlined in this document.

### **If under 18:**

The parent/carer should give the child permission to have a phone at club sessions and understand that their child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the club's supervision.

### **Inappropriate Use:**

The following are examples of inappropriate use; this is not an exhaustive list:

- Using vulgar, derogatory or obscene language while using a mobile phone
- Engaging in personal attacks
- Harassing other people
- Posting/sharing private information about others using SMS messages/social media
- Taking/sending photos without the consent of the subject/recipient, or which are indecent or otherwise inappropriate
- Participating in phone calls that include elements of the above

### **Consequences due to Inappropriate Use:**

Breaches of the Acceptable Use of Mobile Phone Policy will be dealt with in accordance with the Bowls Scotland's / Club disciplinary procedures and depending on the nature of the breach may be subject to criminal proceedings.

I understand that if I do not follow the Acceptable Use of Mobile Phone Policy, any/all the following actions may be taken by my club and/or Bowls Scotland:

1. Be required to apologise formally
2. Receive a warning; verbal or written

3. Be dropped or substituted
4. Be suspended
5. Be required to leave
6. Forbidden to take my mobile phone or other portable device to bowling
7. Be required to have my continued participation in bowls activities supervised
8. Be required to sign up to a behaviour management plan
9. Serious breaches depending on the nature of the incident may have to be reported to the police

**Declaration:**

I have read and understand the above information and appropriate use of mobile phones within Bowls Scotland / club sessions / events. I understand that this form will be kept on file and that the details may be used (and shared with a third party, if necessary) to assist identifying a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

Signed		Signed	
Name (Print)		Name (Print)	
Date		Date	

If this document is being signed by a person under the age of 18 it should be co-signed by their parent/carer.

Please note: Subject to the Data Protection Act 2018, any information supplied will be stored securely and not used for any other purpose than stated in the policy.

Questions about this policy should be directed to:

**Safeguarding Lead Officer and/or Business Operations Manager, Bowls Scotland**