

The use of Mobile Phones and Cameras



Policy Statement

We take steps to ensure that there are effective procedures in place to protect children and young people from the unacceptable use of mobile phones and cameras in the Nursery.

Procedures

Personal Mobile Phones

- Personal mobile phones belonging to members of staff are not permitted or used within the Children's Zone of the Nursery.
- At the beginning of each individual's shift all personal mobile phones are securely stored in lockers; if at any point staff members do not have lockers personal mobile phones are stored in a locked office drawer.
- Members of staff should ensure that contact numbers for the Nursery are available for family members in the case of an emergency.
- Personal mobile phones are not taken on outings; the Nursery provides a mobile phone to be used during this period.
- Parents are asked not to use their mobile phones whilst in the Children's Zone of the Nursery. Those found using their mobile phones will be asked to leave the secure area.
- Visitors are not permitted to take mobile phones into the Children's Zone of the Nursery. These are securely stored in the Nursery office. Should they need to use mobile phones whilst visiting the Nursery they will be advised of a quiet space away from the children.

Cameras and Videos

- Members of staff must not bring their own cameras or video recorders into the Children's Zone of the Nursery.
- Photographs and recordings of children are only taken for valid reasons, i.e. to record their learning and development, for displays within the Nursery and for recording events which take place during Nursery operating hours.
- Photographs and video recordings are only taken using equipment that belongs to the Nursery.
- Where parents request permission to photograph or record their own children at special events permission will first be gained from all the parents for their children to be included. The Nursery Manager reserves the right to prohibit any form of photography during events should there be reasonable cause.

- Photographs and video recordings of children will only be taken once written permission has been granted by the parents on registration.
- Parents wishing to have copies of photos which have been taken may do so, so long as any other person appearing in the photograph has consented. Where this is a child, the parent must give written consent before the photograph can be shared.
- During public events such as fundraising events at weekends, evening events or other social event where parents are in sole charge of their children the Nursery will not enforce the above procedure.
- During events which take place within the nursery opening times parents are permitted to take photos however due to confidentiality and as part of our duty to safeguard children parents are not allowed to upload these to any social media applications. On registration with the nursery parents are required to sign to confirm they agree to adhere to this rule. If this rule is breached permission for that particular parent will be withdrawn for all future events.

This policy was adopted by

Little Learners Nursery

On

Date to be reviewed

Signed on behalf of the provider

Name of signatory

Role of signatory
