

Safeguarding Policy

Use of personal mobile phones, devices, wearable technology, cameras in setting (EYFS 3.4) and social networking sites.

We take steps to ensure there are effective procedures in place with regard to the safe use of mobile phones or devices, wearable technology and cameras in our setting to protect children, young people and vulnerable adults.

Personal Mobile Phones or devices, wearable technology and cameras

During preschool sessions, personal mobile phones or devices, wearable technology and cameras belonging to staff, volunteers or students should be stored in their own bag and locked away in the preschool cupboard. These items should only be used when staff, volunteers or students are off the premises or on their break away from the children. Staff must never use their own mobiles to make or receive social calls whilst on duty.

Staff should ensure that the setting's telephone number is given to immediate family and other people who need to contact them in an emergency. In the event of a personal emergency, mobiles may be used in the entrance lobby or kitchen, away from the hall or garden where the children are present with the permission of the Manager.

If members of staff take their own mobile phones on outings, for use in the case of an emergency, they should not make or receive personal calls as this will distract them. They must not use their personal phone for taking photographs of children nor should they allow anyone else to use personal mobile phones to take photographs.

Parents and visitors are requested not to use their mobile phones whilst inside the preschool. If there is a need to use their personal mobile phone, they are requested to use it in the entrance lobby or kitchen, away from the hall or garden where the children are present.

Cameras and video

Members of staff should not bring in their personal cameras or video recorders into the setting. Photographs and recordings of the children are only taken of children for whom we have permission from parents/carers to photograph and only on equipment belonging to the setting for use in their individual development records, stored in individual Tapestry secure accounts set up for parents and relatives to access. Camera and video use are monitored by the Manager.

(Reviewed September 2021)