



EYFS: The Safeguarding and Welfare Requirements
3.4

Child Protection

3a.4 Mobile Phones, Photography and Social Networking (E-safety)

Policy Statement

We believe our staff should be completely attentive during their hours of working to ensure all children in the nursery receive good quality care and education. This is why mobile phones are not to be used during working hours.

Procedures

Mobile Phones and electronic devices

- Staff mobile phones should be stored safely in lockers at all times during the hours of your working day
- Mobile phones can only be used on a designated break and then this must be away from the children
- The nursery has their own camera free mobile phones to take on nursery outings and these are to be taken wherever possible. If for any reason, this is not possible, then management will make a decision about whether or not a member of staff will be allowed to take their phone.
- The same applies to iPad and laptops.

Photography

- We obtain written and specific consent from parents/carers before using photographs on our website advertising the nursery, on our closed Facebook page and EYLOG.
- It is important that children feel happy about their achievements and have visual aid such as photographs to reinforce their special moments. It must be made clear why that person's image is being used and what you will be using it for and who might want to look at the pictures.
- Permission either verbal or written of all the people (children) who will appear in the photograph taken or footage recorded. (N.B We have signs up to allow anyone entering the nursery that we have CCTV as per the information commissioner's guidelines. Parents are also given a copy of policy 3a.10 - CCTV in the Nursery when they first join)
- If images are being taken at an event e.g. Summer Fete etc... this is regarded as a public area
- If photographs or recordings are made and individual children can be easily identified, nursery staff must find out whether any parents do not want their children to be in the photograph.

Social Networking

- Staff must not post anything onto social networking sites such as 'Facebook' that could be construed to have any impact on the nursery's reputation
- Staff must not post anything onto social networking sites that would offend any other member of staff or parent using the nursery
- Staff must not befriend parents on social networking sites
- Staff are not to use the nursery's equipment, i.e., tablets or laptops to gain access to social networking sites
- If any of the above points are not followed then the member of staff involved will face disciplinary action, which could result in dismissal.



Parents and visitors use of mobile phones

- The nursery operates a “No mobile phone” policy. Whilst we recognise that there may be emergency situations which necessitate the use of a mobile telephone, in order to ensure the safety and welfare of children in our care, parents and visitors are also kindly asked to refrain from using their mobile telephones whilst in the nursery or when collecting or dropping off their children.
- Parents often wish to use the camera on their phone to take photographs of their child at specific times such as the settling in period, birthdays, when on nursery trips etc. We don't allow this, but will take photos on the nursery tablets and email them to the parent or add it to EyLog.
- The only exception to this rule is big events such as the summer fete where the event is outside of our setting and potentially outside of our control but staff still need to be vigilant.
- Staff also need to be vigilant of passers-by when taking children on their daily outings and monthly trips.

Smartwatches and fitness trackers

We recognise there are many health benefits for the use of smartwatches such as counting steps and heart rate. To ensure the safe wearing of Smart Watches staff must ensure that...

- The watch has to be worn in 'flight mode' or Bluetooth is disconnected, this will ensure there is no internet connectivity to access notifications or Wi-Fi.
- Random spot checks by the manager and deputy will be done to confirm the above.
- Staff understand they cannot use their watch to receive calls or check messages during working hours as this creates distractions and potential dangers.
- Staff to be vigilant of other staff checking their watches and remind them of the policy and procedures of the safe wearing of a smart watch.