

Safeguarding and Welfare Requirement: Child Protection

The safeguarding policy and procedures must include an explanation of the action to be taken in the event of an allegation being made against a member of staff, and cover the use of mobile phones and cameras in the setting.

1.6 Use of mobile phones, cameras , iPads and social media

Policy statement

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

Procedures

Personal Mobile Phones

- Personal mobile phones belonging to members of staff are stored in the kitchen during sessions.
- In the event of an emergency, such as a sick child, staff may check their mobile phones in the kitchen or office.
- Members of staff ensure that the telephone number of the setting is known to immediate family and other people who need to contact them in an emergency.
- If members of staff take their own mobile phones on outings, for use in the case of an emergency, they must not make or receive personal calls as this will distract them.
- Members of staff will not use their personal mobile phones for taking photographs of children on outings.
- Should parents or visitors need to use their mobile phone while on the premises they will be directed to the privacy of the office where there are no children present.

Cameras and videos

- Photographs and recordings of children are only taken for valid reasons, i.e. to record their learning and development, or for displays within the setting.
- Photographs are for parents to view in their child's records.
- Records containing photographs are kept in a lockable office.
- Photographs will only be displayed with parent's consent.
- Parents are requested to sign a permission slip regarding the taking of photographs in the setting.
- If parents do not wish their child to be photographed we may take pictures of their 'work'.
- Photographs of children on our website require written permission from parents.
- Camera and video can be used at special events providing parent's consent.
- The session leader will remind parents at such events that pictures must be for private viewing and not to be displayed anywhere that the wider public can access.
- There is an opportunity for the children to be photographed by a professional photographer (portraits to purchase). Only children who have written permission from parents will be photographed.

iPads

- We use iPads to take photographs, videos and write observations of the children for their learning journals.
- All iPads have a security code that only members of staff have access to.
- iPads are either kept in a locked filing cabinet at nursery or taken home with a named member of staff (A.Mirza)
- All photographs are printed by A. Mirza and then deleted off the computer. No photographs are saved.

Social Media

- We have a private Flying Start parents/ carers group on facebook. Any parents/ carers can only be added to the group by A. Mirza. The information in this group can only be shared by the members.
- Any photographs or videos of other people's children cannot be added to social media sites without parental consent.
- Anything added to the facebook group can be immediately deleted by A. Mirza if there is a breach of the policy.

This policy was adopted at a meeting of

Flying Start Nursery

Held on

Date to be reviewed

Signed on behalf of the provider

Name of signatory

Role of Signatory
