

## Safeguarding children

### 1.22 Mobile Telephones

#### Policy statement



The use of Mobile Phones within Medstead Pre-school & Nursery is prohibited for both parents and staff except in the case of genuine emergencies. We also actively discourage their use within the school grounds and recommend that they are not brought onto the premises.

Parents should avoid embarrassment by not using theirs whilst waiting for their child, in the case of an emergency please advise whoever is on door duty and return to your vehicle to deal with the call or text.

To cover emergency situations for members of staff we encourage the use of the playgroup landline, however, we will allow emergency use of a mobile phone in the kitchen where all staff mobile phones will be kept should they need to be brought in.

#### Definitions

Any mobile phone, whether it is capable of taking a picture or not.

#### Complaints

Where anyone (child, carer, staff member or visitor) has a concern, this should be dealt with in line with our complaints policy. (1.10)

#### Mobile Phone & Photographic Images Policy

Mobile phones play an increasing part in everyone's lives, but Medstead Pre-school & Nursery believe that in order to fully ensure the protection of the children in its care, certain procedures for mobile phone use within this setting need to be abided by.

Photographs of children are often used in gathering observations of children's achievements, how these are collected, developed and stored is also a consideration of this setting, to ensure the children are adequately safeguarded.

## **Procedures**

- Consider storage of staff mobile phones during the session, are there lockers available, can they be stored safely without risk of theft.
- Consider the appropriate times staff can access their mobiles, could this be done in the staff rooms during breaks?
- Consider emergency contact, any reason this can't be the settings number?
- Consider how visitors are advised that mobiles cannot be used whilst in the pre-school, any calls received or made must be in an area where children are not present.
- Consider a 'no photo's within the setting' e.g staff works party within the setting which then goes onto Facebook, is this appropriate?
- Consider a statement of photographic use as a method of recording children's development, sharing special moments with parents and peers or as a training support for staff, students and volunteers possibly?
- Consider if the settings only form of contact is a mobile phone, if this has a camera, how can you ensure this will not be misused?
- Consider how parents consent is sought for images to be taken, how frequently this consent is updated.
- Consider your usage and the appropriateness of the images of the children on display.
- What is the groups policy on recording of concerts/plays by parents, photo's taken at concerts/plays?
- Consider how your photo's are developed, can you ensure these images are not being handled by people who pose a risk to children?

## **Legal Framework**

### Primary Legislation

- Children Act (1989 s47)
- Protection of Children Act (1999)
- Data Protection Act (1998)
- The Children Act (Every Child Matters) (2004)
- Safeguarding Vulnerable Groups Act (2006)

### **Further Guidance**

- Working together to safeguard children (revised HMG 2006)
- What to do if you are worried a child is being abused (HMG 2006)