



Play in Ltd

Mobile Phone & Wearable Technology Policy

Play in Ltd accepts that mobile technology is part of the ever changing digital environment that we live and work in. Play in Ltd continues to foster a 'culture of safety' in which the children and staff are protected from abuse, harm, and distress. We therefore have a clear policy on the acceptable use of mobile phones and other wearable technology that is understood and adhered to everyone: staff, children and parents.

Abiding by the terms of the club's policy ensures that we all:

- Protect children from harm and abuse
- Prevent staff from being subject to false allegations
- Help staff remain focused on the care of children
- Work in an open and transparent environment

With the evolution of mobile and wearable technology including camera facilities as standard, it is of the utmost importance that the way we deal with mobile phones and wearable technology is managed safely.

Staff use of mobile phones and wearable technology

Personal mobile phones belonging to members of staff are kept in the staff room/office in a secure and locked cupboard during working hours.

Wearable technology such as Smartwatches and Fitbits are permitted to be worn by staff, but only to be used as a watch during work hours. This means that all other functions must be disabled (or on flight mode).

If a member of staff needs to make an urgent personal call they can use the club phone or make a personal call from their mobile in the staff room/office (away from children).

If a member of staff has a family emergency or similar and needs to keep their mobile phone to hand, prior permission must be sought from the Manager or Deputy.

Under no circumstances may staff use their personal mobile phones or wearable technology to take photographs at the club during working hours.

(To ensure the safety of children, Management may need to have their Club mobile phones or wearable technology on them at times such as the walking bus. Under no circumstances may these be used in club hours for personal use. Management may request that other Senior staff members have their phone on them on occasion in case of emergency, but staff are under instruction that these are not to be used for personal use.)

Children's use of mobile phones

Whilst we understand that some children have mobile phones, we actively discourage them from using their phones within the club.

The club does not accept any responsibility for loss or damage to mobile phones brought to the club by the children.

Children must not use their mobile phone to take photographs of any kind whilst at the club. If they want a photograph of a particular activity they can ask a member of staff to take one using the club camera.

Visitors' use of mobile phones

In the interest of safeguarding we ask all parents and visitors not to use their mobile phone or any other device on club premises. This includes taking photographs, which is **strictly prohibited**. If a parent would like to have a photograph of their child involved in an activity or at play, parents can ask a member of staff to take one using the club camera.

For safeguarding reason mobile phone are prohibited in the setting under any circumstances . If you enter the play room and you have your mobile phone on you, please ensure you ask a member of staff to show you where you can safely sort your phone while in the club.

Guidance

To safeguard children and practitioners online, our staff will be encouraged to refer to "Safeguarding children and protecting professionals in early years settings: online safety considerations". (<https://www.gov.uk/government/publications/safeguarding-children-and-protecting-professionals-in-early-years-settings-online-safety-considerations>)

Related Policies

Safeguarding Children Policy.

This policy was adopted by: Play in Ltd	Date: Sept 2022
To be reviewed: Sept 2023	Signed:

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare requirements: Child Protection [3.4]*.