

Addition to Safeguarding Children and Child Protection Policy Use of Mobile Phones

Staff, volunteers, and visitors are requested not to use their personal mobile phones to make and receive calls or SMS text messages in the areas of Playschool where children are present i.e. the playroom, the craft room, children's toilet and the outside areas.

Staff are expected to use Playschool's mobile or land line phone as an emergency contact number.

Staff and volunteers are able to use their phones in areas away from the children.

Use of Cameras

Wigton Moor Playschool obtain written permission from parents/carers to enable staff to take photographs of children for the following:-

1. Online learning journals (Tapestry) - in their own and other children's
2. Displays around Playschool
3. Playschool Website

Playschool staff ensure that only pictures of the individual child are put into their individual key-person file. We obtain permission from parent/carers to enable parents/carers to take photographs at public events eg. Christmas Fayre, Christmas concert. Photographs are uploaded to the computer, printed and then deleted in accordance with the Data Protection Act 1998.

This policy was adopted by _____ (name of provider)
On _____ (date)
Date to be reviewed _____ (date)
Signed on behalf of the provider _____
Name of signatory _____
Role of signatory (e.g. chair, _____
director or owner) _____