



## 1.8 Mobile Phone and Wearable Technology Policy

Ecclesall Kid's Club fosters 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 by everyone: staff, children and parents.

Abiding by the terms of the club's mobile phone 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 the 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 upmost 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 stored away from the children during operating hours. The only exception to this is the official club mobiles used for receiving and making calls to parents and careers.

Wearable technology such as smart watches and Fitbits (this list is not exhaustive) are not permitted to be worn by staff.

If a member of staff needs to make an urgent personal call they can with the Duty Managers permission use the club phone or make a personal call from their mobile outside away from the school building. 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 Duty Manager.

Where staff contravene this policy on mobile phones, including posing a safeguarding risk to the setting or breach of GDPR/Data Protection regulations, this may be deemed as minor or serious misconduct and lead to Disciplinary action under Clubs Disciplinary procedure.

Under no circumstances may staff use their personal mobile phones or wearable technology to take photographs of the children, their parents and careers at the club or on trips. The club camera/tablet may be used to take pictures for the club use only e.g. for displays/EYFS folders and only where permission has been sought if the child is identifiable from the image. Images of the clubs children which identify them should not be placed on our website or on social media networking sites under any circumstances.

### Children's use of mobile phones

Whilst we understand that some children have mobile phones, they must not be used within the club. If a child brings a mobile phone to the club it must be handed to a member of staff for safe keeping and placed in the club mobile box located in the kitchen office. It is the Childs and parents responsibility to ensure they retrieve their phone when they leave the club. Any children found using mobile phones that should of been handed in, will be reminded about the club policy and will be immediately required to hand phone to staff member, who will place the phone into the phone box. We will require any images of other children who attend the club to be removed and the child's parent will be spoken to on collection and reminded of the policy.

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/ tablet.



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

### **Visitors' use of mobile phones**

The use of mobile phones by parents/carers, their children and all other visitors within the club boundaries is forbidden, in line with our signage. Any individual breaching club policy on this will be challenged by our staff. Serious breaches or refusal to support this policy will be reported to the Committee and serious or repeated breaches may result in the forfeiting of their child's place. If a parent wishes us to take a photo of their child involved in an activity or at play they can ask a member of staff to take one using the club camera/tablet.

Related policies See also: Safeguarding Children policy.

This policy was adopted by: Ecclesall Kids Club	Date: 5/3/17
Reviewed: 29/02/2024	Signed: <i>Ecclesall Kids Club Committee</i>