

Mobile Phone Policy



Fraserburgh South Park Nursery 2023

At South Park Nursery our setting fosters a 'culture of safety in which the children and employees are protected from abuse, harm, and distress. We, therefore, have a clear policy on the acceptable use of mobile phones that is understood and adhered to by everyone: employees, children, and parents.

Abiding by the terms of the settings mobile phone policy ensures that we all:

- Protect children from harm and abuse.
- Prevent employees from being subject to false allegations.
- Help employees remain focused on the care of children.
- Work in an open and transparent environment
- Can remain in contact when necessary - during small group work, outings etc

Employee use of mobile phones

Employees can bring mobile phones into the setting to communicate with the entire school and other members of staff, however they do so at their own risk and are advised to ensure that they have an access code in place, the Aberdeenshire protection system is in place, and they are insured.

Any mobile phones belonging to employees can be used only to contact the main office for example when out and about.

The setting has a lockable cupboard in which mobile phones should go into when they are in ratio. Staff can access these at breaks, lunch times and during time off the floor to access documentation, emails, and websites for work purposes.

The setting now has a mobile phone which will be taken on outings, carry emergency contacts and will be secure and locked with only staff aware of the code.

The settings Ipad's will be used to take photographs when out and about If no ipads are available to share learning with parents on a closed social media site.

Photographs will be deleted upon upload.

If an employee has a family emergency or similar and needs to keep their mobile phone to hand, prior permission must be sought from the manager on site. However, where possible, employees should ask that any urgent calls be directed to the setting number or school front office during working hours.

Children's use of mobile phones

Whilst we understand that some children have mobile phones, they will not be permitted to use their phones within the setting. Phones and other personal electronic devices should remain at home. The setting does not and will not accept any responsibility for loss or damage to mobile phones brought to the setting.

I have read, understand and will abide by the above policy		
Print Name	Signature	Date
Vanessa Stephen		
Lisa Cameron		
Kelly Chicken		
Mairiann Stephen		
Jolene Whyte		
Nicole Wallace		
Mia Stephen		
Leeann Parker		
Susie Crane		
Kelly Barclay		

I have read, understood and consent to abiding by the policy above		
Volunteer/Student	Signature	Date