



Mobile Phone and Smart Watch Policy

Funtastic Kids 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 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 children
- Work in an open and transparent environment.

Staff use of mobile phones and Smart Watches

Personal mobile phones belonging to members of staff are kept in the kitchen area during working hours.

Supervisors need to use their phones to check, during breaktimes, of any updates from our administrator. This should be done away from children.

If a member of staff needs to make an urgent personal call they can use the camp phone or make a personal call from their mobile in the area designated by the supervisor e.g. school staffroom.

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 Supervisor. The camp phone number can be given to family members for emergencies. This phone is kept by the Supervisor at all times.

Under no circumstances may staff use their personal mobile phones/smart watches and similar devices to take photographs at the club during working hours with the exception of Supervisors who can take photographs of any art/craft work (with no children present).

Smart watches can be worn during the camp day but must not be used to take photos during the day or used to access the internet. These smart watches should be changed to "flight mode" during working with children so only the watch part of the phone is accessible.

Children's use of mobile phones

Whilst we understand that some children have mobile phones and smart watches, we actively discourage them from using their phones and wearing the watches within our clubs. Mobile phones and smart watches should be handed into the supervisor on sign in and given back to the parent or kept in the kitchen/cash tin until sign out.

Funtastic Kids does not accept any responsibility for loss or damage to mobile phones and smart watches brought to the club by the children and we would suggest they are taken home again by the parent.

Children must not use their mobile phone or smart watches 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 or camp camera.

Children must not use their mobile phone or smart watches to access the internet whilst at the club. This is to ensure we are safeguarding the welfare of all children whilst they are attending our clubs.

Under no circumstances are staff allowed to take photographs of the children using mobile phones/watches or any other smart technology/



Visitors' use of mobile phones

Parents and all other visitors must not use their mobile phone - or any other device - to take photographs within the club or camp. This includes taking photographs of their own children. If they want 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 or camp camera (if one is available). If a parent/guardian arrives at a club/camp on their phone they will be politely asked to turn it off.

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 Funtastic Kids Ltd	Date: February 2023
To be reviewed: Feb 25	Signed: Louise Holloway

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