

Dynamic Ducks Ltd

Mobile Phones and wearable technology Policy



Dynamic Ducks Ltd 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 Dynamic Ducks 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.

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

Personal mobile phones belonging to members of staff are kept in the Dynamic Ducks cupboard within the black safe box. Phones are not to be used in any areas that are not allocated by the school. These areas include: staffroom, kitchen, office and school corridor.

Dynamic Ducks have a mobile phone for club use only. The number for parents to contact Dynamic Ducks is **07983 436165**. This phone has a camera which can be used at Dynamic Ducks to photograph activities and children (dependent upon photograph permission record). This phone will be on a member of the Dynamic Ducks team at all times. These photographs will NOT be shared from this phone via any form of social media or other platform.

Wearable technology such as Smartwatches and Fitbits (this list is not exhaustive) are permitted to be worn by staff, however they may only used as a watch when working with children. This means that all other functions must be disabled (using flight mode).

If a member of staff needs to make an urgent personal call they can use Dynamic Ducks phone or give Dynamic Ducks contact number to their family members prior to working.

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

Children's use of mobile phones

Whilst we understand that some children have mobile phones, we would look after these where necessary. As it is usually only older children that bring these in we would bring their class collection box to breakfast club and then keep them in the Dynamic Ducks cupboard at after school club.

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

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

Visitors' use of mobile phones

In the interest of safeguarding we ask all parents and visitors not to use their phones or other mobile devices on club premises. Taking of photographs by parents or visitors is **strictly prohibited**. If a parent would like to have a photograph of their child involved in an activity or at play, they can ask a member of staff to take one using Dynamic Ducks camera.

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”. ([Safeguarding children and protecting professionals in early years settings: online safety considerations for managers - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/safeguarding-children-and-protecting-professionals-in-early-years-settings-online-safety-considerations-for-managers))

Related policies

See also: [Safeguarding Children policy](#), [Photograph permission](#), [Social media policy](#)

This policy was adopted by: Dynamic Duck	Date: April 2024
To be reviewed: April 2025	Signed: E Wilkinson- Duck

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2024): Safeguarding and Welfare requirements: Child Protection [3.4]*.