

EYFS Mobile phone and Camera Policy

Tillington Manor Primary School



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The Early Years Foundation Stage (EYFS) at Tillington Manor is committed to ensuring the safeguarding of children in its care at all times. We recognise the importance of mobile phones in school, but are aware that casual or inappropriate use of mobile phones in the school could pose a risk to children.

The EYFS statutory framework document September 2021 states that there is a requirement to cover the use of mobile phones and cameras in the setting in any policy regarding the safeguarding of children.

This policy applies to all staff, parents, visitors and volunteers within the EYFS, and covers both indoor and outdoor areas. Failure to adhere to this policy may result in disciplinary action.

EYFS Staff personal mobile phones

- α EYFS Staff will not carry personal mobile phones while working, unless in exceptional circumstances agreed with the Head teacher or EYFS lead.
- α The EYFS teacher or TA will keep a mobile phone within the learning environment for emergencies (e.g. lockdown procedures).
- α EYFS Staff may use their mobile phones during break / lunchtimes in an agreed area not used by children.
- α A mobile phone will be taken on all school trips. This is in line with the statutory framework for the Early Years Foundation Stage, which states that providers should take contact telephone numbers and a mobile phone on outings.

EYFS Children

- α EYFS Children are not allowed to bring mobile phones into school.

Visitors and parents/carers within the EYFS

- α The school will display a notice advising visitors and parents/carers throughout the school that mobile phones are not to be used in the school.
- α When visiting school for open events, parents/carers will be asked to hand in their mobile phone at the main office.
- α If a visitor or parent/carer does not hand in their phone and is seen using their mobile phone, they will be asked to leave the premises.
- α If parents/carers wish to use their phone they will be advised to use this away from school premises.

Photographic and video images within the EYFS

It is good practice at times to record photographic and video images of pupils, or to allow pupils to record images of each other to assist teaching and learning, or to celebrate achievement.

There is, however, potential for images of children to be misused, in extreme cases for pornographic or grooming purposes. Employees should therefore adhere to the following code:

- α only record images when there is a justifiable need;
- α ensure that pupils understand the reason for the recording of the images and how the images will be used and stored;
- α ensure that a senior colleague is aware of the recordings;
- α ensure that all images recorded are available for scrutiny;
- α on admission to the school, parents give consent that images and recordings

of their children can be used for legitimate reasons;

α if a photograph is used, the pupils should not be named without direct parental consent;

α school iPads and EYFS camera are the agreed medium for EYFS staff to take photographs on and are stored by the teachers in secure cupboards. Photographs can be downloaded and stored on a, password protected, shared area on the computers.