



Maisie Poppins
Nursery

the holistic approach to childhood

Maisie Poppins Nursery: Updated Policies & Procedures

Smart Phone & Social Media Policy

Policy

This policy is part of our commitment to safeguarding the welfare of children. We accept that mobile phones are part of everyday life of parents, carers and my family however due to previous child protection examples where smart phone use has been abused in other settings, we are committed to the following policy and procedure around smart phone use in order to keep children in our care safe.

We will make sure that all smart phone use is kept safe and does not place any child in danger.

We have a dedicated contract work iPhone that is only used for Maisie Poppins Nursery mainly trips. Kept in the office otherwise and not used in the childcare rooms.

Photos are taken on our work ipads and used within our childcare software for educational observations and daily diaries.

- During outings, outside play and indoor activities.
- Photos are shared with parents appropriately through our secure software.


Procedure

- All staff phones will be kept in chestnut room at all times bar lunch hour in their bags
- If a staff member needs to receive or make an urgent call they can choose to either use their phone in the office or receive/make a call on the landline

Maisie Poppins Ltd.
St Joseph's, Mare Street, Hackney E8 4SA

t: 0208 016 9082
e: admin@maisiepoppins.com
w: maisiepoppins.com

Limited company number: 0967108
© Maisie Poppins Ltd. 2018. Ofsted registration number: EY562832





Maisie Poppins
Nursery

the holistic approach to childhood

- All children will be fully clothed in all photos.
- Photos of children are deleted when they leave our care.
- We are registered with the ICO and follow GDPR data protection requirements
- All nursery devices are password protected, encrypted and have safe controls on to prevent any unauthorised use.
- No phones are ever taken into childcare rooms.
- Parents, visitors and staff need to use our dedicated staff and visitor room (Chestnut) if they need to use phones.

Author: May Collin ©

Maisie Poppins Ltd.
St Joseph's, Mare Street, Hackney E8 4SA

t: 0208 016 9082
e: admin@maisiepoppins.com
w: maisiepoppins.com

Limited company number: 0967108
© Maisie Poppins Ltd. 2018. Ofsted registration number: EY562832

