



Early Learning and Childcare Centre

MOBILE PHONE POLICY

The Care Inspectorate’s Health and Social Care Standards inform the standard of practice expected of Ferryfield’s staff, when following this policy they are adhering to:

Standard 3: I have confidence in the people who support and care for me.

Wellbeing

3.20 – I am protected from harm, neglect, abuse, bullying and exploitation by people who have a clear understanding of their responsibilities.

Standard 4: I have confidence in the organisation providing my care and support

Wellbeing

4.23 – I use a service and organisation that are well led and managed.

4.24 – I am confident that people who support and care for me have been appropriately and safely recruited.

- Staff should leave their mobile phones in the kitchen area or, at the discretion of the Manager, may keep their phone with them. Personal phones that are permitted to be kept with staff should be switched to silent mode during working hours; using a personal mobile phone during working hours is not permitted.
- Cameras on mobiles phones are not to be used on the premises (only staff are permitted to take photographs using the Ferryfield’s own cameras). Personal tech. may be checked to ensure it does not contain images of Ferryfield children.
- Ferryfield’s landline number is 01334 655066 and should be given to anyone who may need to contact you in an emergency.
- In exceptional circumstances the Manager may agree to a phone’s sound being switched on to receive an important call.

This Policy is in place to protect the children and ensure that the adults are not distracted from their duties due to calls or text messages. All adults on the premises are there to ensure the security of the children and use of a mobile phone during the play session will be:

- A breach of group rules and could lead to disciplinary action.
- Could lead to a personal claim of negligence should a child be injured due to lack of supervision by an individual adult.
- And will be dealt with under the Disciplinary and Dismissal Policy

Adopted by the Committee

Date

August 2019