

Mobile Phone & e-safety Policy and Screen Use.

Mobile phones need to be kept in personal bags, in the Cabin and are not to be used in front of the children. Staff can hand out the work mobile number as an emergency contact.

In exceptional circumstances (family emergency or medical call) staff are allowed to bring their personal phone into nursery, however, this must be kept in the managers bag. The phone must then be taken out of the area where the children are (beyond the gate by the sensory garden) to be answered. This must have previously been discussed with the manager on site and or room lead.

Staff are allowed Smart watches but are prohibited from using them for purposes other than as a watch i.e. staff are not allowed to use them to take calls or to message. Camera App must also be deleted. This is to be monitored by management regularly.

All staff must:

- Ensure that their online activity, both in setting and outside, will not bring the nursery or their own professional role into disrepute.
- Communicate information to parents accurately and in a professional way.
- Avoid using personal equipment for nursery related business.
- Ensure that permissions have been obtained prior to any images or video footage being uploaded onto Wild Explorers platforms.
- Be aware of the online risks of radicalisation through the use of social media and the internet in relation to the Prevent Duty.

Unacceptable staff behaviour includes:

- Visiting internet sites that contain obscene, hateful, pornographic or otherwise illegal material. Using the internet to send offensive or harassing materials to others (cyber bullying).
- Publishing confidential or inappropriate information.

Use of Internet Electronic Devices and Screen Time

Screens are no longer recommended for children under 2. Screens and devices used with children over 2 must be limited to an hour per day under supervision and must be educational only in content.

All devices will have antivirus software installed and pop-ups disabled to prevent children being exposed to advertisements and inappropriate content. Staff will screen children from preliminary adverts that may be displayed prior to content starting.

The nursery aims to educate children and their families about online safety, ensuring that staff receive training on the issue and include e-safety in their discussions with children when using ICT.