

[Link to Statutory Framework for the Early Years Foundation Stage.](#)

Section 3. Child protection.

Mobile Phone Policy

Topsham House staff, under no circumstances are permitted to have mobile telephones within their group rooms.

All group rooms are connected to each other and the office by an internal telephone system.

Mobile phones are taken when children are off of Topsham House premises. Staff will use the phone only to contact other Topsham House staff, the nursery or emergency services if necessary and only when the children are being supervised by other staff.

Staff will not make or receive personal calls or texts whilst they are working with the children.

No photographs are to be taken on a mobile phone.

When away from the nursery staff with phones must ensure they have contact numbers for the other staff and Topsham House prior to leaving the nursery.

Parents are not permitted to use the camera / video facility on their phone whilst on Topsham House premises.

Parent's use of recording equipment at events such as parties, fetes or Christmas events will be advised at the time.

There must be regard to safeguarding at all times.

Please Note

The policies of Topsham House are under continual review in the light of team discussions and its effectiveness. Policies may be amended at any date and any revisions are handed to staff accordingly.

The annual review takes place in June. This policy was updated November 2014 PH