



Working in
partnership
with



St Faith's



Church of England
Infant and Nursery School

Additional Guidance on the use of mobile phones and cameras at St Faith's Church of England Infant and Nursery School

Please read this alongside our staff/volunteer **Code of Conduct** called '**Guidance for Safer Working Practice for those working with Children and Young People in education settings, May 2019.**'

Section 3.4 of the Statutory Framework for the Early Years Foundation Stage states that:

Child protection 3.4.

Providers must be alert to any issues of concern in the child's life at home or elsewhere. Providers must have and implement a policy, and procedures, to safeguard children. These should be in line with the guidance and procedures of the relevant Local Safeguarding Children Board (LSCB). The safeguarding policy and procedures must include an explanation of the action to be taken when there are safeguarding concerns about a child and in the event of an allegation being made against a member of staff, and cover the use of mobile phones and cameras in the setting.

At [St Faith's Church of England Infant and Nursery School](#), staff are allowed to keep their personal mobile phone in their possession, whilst in the setting. However, it should not be used at any time while the children are in class or in your care e.g. playtime duty, Fireflies. The only exception is in an emergency situation. Non-emergency calls should be made during break times and lunch times, before or after school.

On educational visits, mobile phones may be used to contact school, if necessary.

Photographs are taken regularly by staff and pupils to record work, achievement and events. They may also be used on the school website, in the brochure or for other similar reasons. Occasionally, photographs of pupils may be used by the local media etc. **Written parental consent is always obtained** for the use of photographs. ON ALL OCCASIONS, **PHOTOGRAPHS WILL BE TAKEN USING SCHOOL EQUIPMENT E.G. CAMERAS, IPADS.**

PERSONAL MOBILE PHONE CAMERAS, CAMERAS OR OTHER DEVICES SHOULD NEVER BE USED.

At special events, parents often ask if they can use their mobiles in the setting to take photographs and video. This is permitted, with a reminder that **no images should be distributed or put online if they contain images of other children, adults or staff without their consent.** This is to protect and keep safe all members of our community.

If you have any questions or concerns or are unclear about what your role and responsibility is relating to the above, please do not hesitate to ask a member of staff or your line manager.

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AJ. Konrath

West Parade
Lincoln LN1 1QS

Tel: 01522 888988

Fax: 01522 523598

Email: enquiries@st-faiths.lincs.sch.uk

Headteacher **Mrs A.J. Konrath** B.Ed (Hons)
Linc^{shire} County Council

