



Take 2 Cornwall Mobile Phone Policy

Take 2 Cornwall fosters a 'culture of safety' in which the young people and staff are protected from abuse, harm, and distress. We therefore have a clear policy on the acceptable use of mobile phones that is understood and adhered to by everyone: staff, young people and parents. Abiding by the terms of Take 2 Cornwall's mobile phone policy ensures that we all:

- Protect from young people from harm and abuse
- Prevent staff from being subject to false allegations
- Help staff remain focused on the care of the young people
- Work in an open and transparent environment.

Staff use of mobile phones

Personal mobile phones belonging to members of staff are kept in staff cars/bags or put in a secure cupboard in the office during working hours.

If a member of staff needs to make an urgent personal call, they can use their work phone.

If a member of staff has a family emergency or similar and needs to keep their personal mobile phone to hand, prior permission must be sought from one of the Take 2 managers.

Under no circumstances may staff use their personal mobile phones to take photographs at Take 2 Cornwall during working hours.

Young people's use of mobile phones

Whilst we understand that some young people have mobile phones, we actively discourage them from using their phones within Take 2 Cornwall unless agreed as part of their provision plan.

Take 2 Cornwall does not accept any responsibility for loss or damage to mobile phones brought to Take 2 Cornwall by the young people.

Young people must not use their mobile phone to take photographs of any kind whilst at Take 2 Cornwall unless prior agreement and arranged supervision by staff. If they want a photograph of a particular activity, they can ask a member of staff to take one using the camera on a work phone, which can be printed off for them and then deleted from the work phone. Photos of other young people attending Take 2 Cornwall have to have the permission of the young person and permission to take photographs on file.

Visitors' use of mobile phones

In the interest of safeguarding, we ask all parents and visitors not to use their phones or other mobile devices on Take 2 premises. Taking of photographs by parents or visitors is **strictly prohibited**. If a parent would like to have a photograph of their child/young person involved in an activity or at play, they can ask a member of staff to take one using the Take 2 Cornwall camera/Work phone Camera.

Guidance

To safeguard children/young people and practitioners online, our staff will be encouraged to refer to "Safeguarding children/young people and protecting professionals in early years settings: online safety considerations".



(<https://www.gov.uk/government/publications/safeguarding-children-and-protecting-professionals-in-early-years-settings-online-safety-considerations>)

Related policies

See also: **Safeguarding Children policy.**

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Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare requirements: Child Protection [3.4].*