



# SHEBBEAR COLLEGE

---

## USE OF SMARTPHONES AND CAMERAS IN THE EYFS SETTING POLICY

**This policy applies to Early Years Foundation Stage**

---

Reviewed and updated: 17<sup>th</sup> January 2023 by Cherry Roadnight and Matthew Foale  
Reviewed by SLT: January 2024  
Next Review: January 2025

---

### **Policy Review at Shebbear College**

**The SLT acknowledge their responsibility to ensure that this policy is effective and follows regulatory requirements. The SLT and Governors undertake a regular review (at least annually) to satisfy themselves that the implementation of this policy is effective.**

## **Policy Statement:**

Shebbear College takes steps to ensure that there are effective procedures in place to protect children in our care from the unacceptable use of smartphones and cameras in the setting.

This policy has regard to the *‘Statutory Framework for the Early Years Foundation Stage’ Safeguarding and Welfare Requirement: Child Protection (3.4 ‘The safeguarding policy and procedures must ...cover the use of smartphones and cameras in the setting.’)* and ISSR Standard E255: *‘...policies in schools with EYFS must also include the school’s policy on the use of smartphones and cameras in the setting..’.*

This policy should be read in conjunction with the **‘Whole School Safeguarding (Including Child Protection) Policy’** and **‘Whole School Safeguarding Procedures’** which are reviewed annually by the entire Governing Body and the **‘Data Protection Notice for Parents’**. This document is available to all staff in hard copy in the Regulatory Policy file in the classroom. It is also available to parents and interested parties on the College website. This policy is reviewed annually, and when events or legislation requires, by the Head and Head of EYFS.

## **Key Personnel:**

The Head or Head of Early Years should be contacted should you have any questions or concerns regarding this document.

## **EYFS Key Themes and Commitments:**

This policy corresponds with the following *‘EYFS Key Themes and Commitments’*:

- A Unique Child (1.2 Inclusive Practice, 1.3 Keeping Safe)
- Positive Relationships (2.1 Respecting Each Other, 2.2 Parents as Partners)
- Enabling Environments (3.2 Supporting Every Child, 3.4 The Wider Context)
- **Learning and Development (4.4 Personal, Social and Emotional Development)**

## **Personal Smartphones:**

- Parents and visitors are alerted to the fact that the EYFS is a smartphone-free zone through clear signage to this effect. Visitors using a smartphone will not be allowed access to the premises until it is switched off and put away.
- Personal smartphone usage is kept to a minimum. Staff in the EYFS must only use their personal smartphones when on a break and only when in the Staff Room or when off-site without pupils. Personal smartphones are never used by staff in any rooms occupied by pupils and staff are not permitted to use their phones to take photographs of children.
- All personal smartphones are kept securely in the Staff Room or away in staff bags in a place where they cannot be accessed by children.
- There is a school mobile that is used for campus visits and trips. It is also used as a school camera for children’s observations as well as an iPad. It is never taken off site and parents are aware of the number.
- Members of staff ensure that the main telephone number of the College is known to immediate family should they need to be contacted in an emergency;

- EYFS staff use a School iPad when taking children off-site for trips or any visits to the Shebbear College campus. In the event that staff take their own smartphones on outings for use in case of an emergency, the making or receiving of personal calls is not permitted, unless in an emergency.