



## **Mobile Phone Policy**

The Nurture Circle Ltd. fosters a 'culture of safety' in which the children 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, children and parents.

Abiding by the terms of the club's mobile phone policy ensures that we all:

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

### **Nature Club Mobile Phone**

Due to Nature Club being in the elements and away from a central office a mobile phone will be kept on the Forest school Leaders person for the eventuality of an emergency, as a way for parents to contact us during operational hours and for the use of forest school apps for lightening and storm monitoring, and plant and animal identification uses with children.

The Nature Club phone may be used to take photos during nature club in the eventuality of the camera failing to work but the phone is returned to the main office directly after each session when photos will be transferred and deleted from the Nature Club phone. Any social media or non-work email address will be disabled on the work phone and no staff member will have access to the phone outside of working hours with the exception of the company director.

### **Staff use of mobile phones**

Personal mobile phones belonging to members of staff are kept on the forest school trolley in a ziplock bag during working hours.

If a member of staff needs to make an urgent personal call they can use the club phone or make a personal call from their mobile in an area away from children and parents. If a member of staff has a family emergency or similar and needs to keep their mobile phone to hand, prior permission must be sought from the Forest school Leader or manager.

Under no circumstances may staff use their personal mobile phones to take photographs at nature club during working hours.

## Children's use of mobile phones

Whilst we understand that some children have mobile phones, we respectfully ask that they are not brought to Nature Club.

The club does not accept any responsibility for loss or damage to mobile phones brought to the club by the children.

Children must not use their mobile phone to take photographs of any kind whilst at the club.

If they want a photograph of a particular activity they can ask a member of staff to take one using the club camera.

## Parent's use of mobile phones

In the interest of safeguarding we ask all parents not to use their phones or other mobile devices during Nature club sessions as whilst on site you are responsible for supervising your child and are a role model for their interaction in nature. You may use your phone to take photographs of your own child but must not use your phone for this purpose when other children or parents are in the vicinity.

## Members of the public

As our club does operate on a site that is open to the public our team will be vigilant to the use of phones around our groups and in the unlikely event of any members of the public identified as using their phones to take photographs of our groups will be spoken to by our team for the protection of our families and children

This policy was adopted on	Signed on behalf of the company	Date for review
07/06/2021	<i>Geri Weeks</i>	07/06/2022 or before