

# **Mobile Phone, Camera, and Photographs Policy (Updated EYFS September 2025)**

**Policy Statement:** At Butterflies Nursery, we are committed to maintaining the privacy, safety, and well-being of all children in our care, in line with the EYFS 2025 guidelines. This policy outlines our approach to the use of mobile phones, cameras, and taking photographs within the childminding setting to ensure the protection of children and their families.

## **Mobile Phone Usage:**

- Personal mobile phones must not be used by staff members during working hours, except in emergencies.
- Any emergency calls must be managed responsibly, ensuring children remain adequately supervised.

## **Camera and Photography Guidelines:**

- Personal cameras or recording devices are prohibited from capturing images or videos of children within the setting.
- Only authorised devices provided by the setting will be used for photographing or recording children.

## **Taking Photographs:**

- Photographs of children will be taken only with explicit written permission from parents or legal guardians.
- All photographs must be respectful, appropriate, and relevant to childminding activities.

## **Parental Consent:**

- Written consent will clearly outline permissible uses of photographs, such as developmental records, newsletters, or internal updates.
- Parents retain the right to withdraw their consent at any time.

### **Use of Photographs:**

- Photographs will strictly be used for setting-related purposes, such as documenting learning progress or sharing activity updates with parents.
- Images will not be shared publicly or on social media without separate and explicit consent from parents.

### **Storage and Privacy:**

- Photographs will be securely stored and accessible only to authorised personnel.
- Photographs will be appropriately archived or deleted when no longer required.

### **Sharing with Parents:**

- Regular photographic updates will be shared with parents to keep them informed of their child's activities, achievements, and experiences.

### **Staff Training:**

- Staff will undergo regular training emphasising privacy, responsible device usage, and safeguarding practices concerning photography.

### **Lost or Stolen Devices:**

- Measures will be in place to protect devices containing photographs or sensitive information from loss or theft.
- Immediate action will be taken in the event of a lost or stolen device, including notification to relevant parties and authorities if necessary.

### **Reporting Concerns:**

- Any unauthorised or inappropriate use of mobile phones, cameras, or photographs must be reported immediately to the childminder or designated safeguarding lead.

### **Alignment with EYFS 2025 Changes:**

- This policy incorporates EYFS 2025 guidelines, emphasising enhanced safeguarding measures, explicit parental consent, responsible digital practices, and heightened staff training to ensure compliance and promote children's well-being.

### **Review and Monitoring:**

- This policy will be reviewed annually or more frequently if required, ensuring compliance with legislation, EYFS updates, and local guidelines.
- Feedback from staff, parents, and external agencies will inform continuous improvement of our mobile phone, camera, and photographs policy.

Signed: Chrissie Day

Date: 2<sup>nd</sup> July, 2025