



Poppleton Road OOSC

Mobile Phone and Wearable Technology Policy

Poppleton Road OOSC accepts that mobile technology is part of the ever-changing digital environment we work and live in. Poppleton Road OOSC continues to foster a culture of safety in which children and staff are protected from abuse, harm, and distress. We therefore have a clear policy on the acceptable use of mobile phones and other wearable technology that is understood and adhered to by everyone; staff, children, parents, and carers.

Abiding by the terms of this policy ensures that we all:

1. protect children from harm and abuse;
2. ensure privacy is respected and online safety is preserved;
3. prevent staff from being subject to false allegations;
4. help staff remain focused on the care of children;
5. work in an open and transparent environment.

With the evolution of mobile phones and wearable technology, including camera facilities as standard, it is of the utmost importance that the way we deal with this technology is managed safely.

Staff use of mobile phones and wearable technology

Personal mobile phones belonging to staff should be switched off and kept in an identified locked box during working hours.

Wearable technology such as Smart Watches and Fitbits (this list is not exhaustive) are not permitted to be worn by staff and are kept in an identified locked box 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 the kitchen area.

If a member of staff has a family emergency or similar and needs to keep their mobile to hand, prior permission must be sought from the Manager or Deputy.

Under no circumstances may staff use their personal mobile phones or wearable technology to take photographs at the club during working hours.

Children's use of mobile phones and wearable technology

While we understand that some children have mobile phones and wearable technology devices, we ask that mobile phones and wearable technology be kept in an identified locked box during club hours and returned to the children at the end of the session or when they leave.



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

Children must not use their mobile phones or wearable technology to take photographs of any kind whilst at club. If they would like to photograph a particular activity, they may ask a member of staff to take one using the club camera.