

Cheeky Monkeys Out of School Club

Mobile Phone & Wearable Technology Policy



Cheeky Monkeys OSC accepts that mobile technology is part of the ever-changing digital environment that we live in. Cheeky Monkeys Out of School Club fosters a 'culture of safety' in which the children and staff are protected from abuse, harm and stress. 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 policy ensures that we all:

- Protect children from harm and abuse
- Ensure privacy is respected and online safety is preserved
- Prevents staff from being subject to false allegations
- Help staff remain focused on the care of children
- Work in an open and transparent environment

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

Staff use of mobiles

Personal mobile phones belonging to members of staff are kept in lockers during working hours. The manager's mobile phone will be kept in the mobile phone box. This is to allow the use of the phone for parents to contact the club and in emergencies as it has internet connection. It will not be used in any other circumstances.

Wearable technology such as Smartphones and Fitbits are permitted to be worn by staff. They may only use it as a watch whilst working with the children. This means that all other functions must be disabled. If a member of staff needs to make an urgent personal call they can make this from their mobile in the School staffroom.

Children's use of mobile phones

Whilst we understand that some children have mobile phones and wearable technology, we do not allow them into the setting and we have an arrangement with Highfields Primary Academy that phones are handed into the office on arrival. Children collect their phones from the school office after registering with Cheeky Monkeys at the end of school and place them in a secure box located on our desk. We follow the same policy as Highfields Primary Academy with the use of wearable of Technology to encourage continuity.

Visitors' use of mobile phones

In the interest of Safeguarding, we ask that parents and all other visitors must not use their mobile phone, or any other device, to take photographs within the Club. This includes taking photographs of their own children. If they want to have a photograph of their child involved in an activity or at play, parents can ask a member of staff to take one using the Club camera.

Guidance

To safeguard children and practitioners, our staff will be encouraged to refer to "Safeguarding children 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

This policy was adopted by: Cheeky Monkeys OSC	Date: 07.11.2025
To be reviewed: 07.11.2026	Signed: L.Drover