



BBUFA Crèche Mobile Phone and Camera Policy

BBUFA embraces new technology but has a mobile phone and camera policy on personal phone and camera use. This is to protect against the inappropriate use of mobile phones and cameras around children. It is also to ensure staff are not being distracted from their work with children and protect them from allegations made against them.

- Personal mobile phones are not permitted to be switched on whilst crèche staff are at work. The organisation provides company mobile phones which can be used in receiving and making any emergency phone calls.
- Parents should be discouraged from using phones inside crèche sites and the use of their phones for the taking of photos is not permitted.
- Staff should only use the designated company cameras to take photos and these, including any digital data devices, must remain on site at all times.
- No images are permitted to be downloaded onto any personal computers.
- No electronic copies of photos will be passed to outside agencies unless written authorisation from parents has been obtained.