



Oscar Bears' Day Care

Use of Mobile Phones and Smart Watches

At Oscar Bears' Day Care we promote the safety and welfare of all children in our care. We believe our staff should be completely attentive during their hours of working to ensure all children in the nursery receive good quality care and education.

We require our staff to be responsible and professional in their use of social networking sites in relation to any connection to the nursery, nursery staff, parents or children.

Staff must adhere to the following:

- **Mobile phones** are either turned off or on silent and not accessed during your working hours.
- Mobile phones can only be used on a designated break and then this must be away from the children
- Mobile phones must not be used in any area of the nursery accessed by the children during the opening hours of the nursery
- **Smart watches** must be disconnected from mobile phones and only used as a watch.
- Staff must not post anything on to **social networking** sites, such as Facebook, that could be construed to have any impact on the nursery's reputation or relate to the nursery or any children attending the nursery in any way.
- Staff must not post anything on to social networking sites that could offend any other member of staff or parent using the nursery.
- If any of the above points are not followed then the member of staff involved will face disciplinary action, which could result in dismissal.

Name:.....

Signature:.....

Date:.....

