

Mobile Phone and Camera Policy

Presented to	Date	Name (Chair)	Signature
Collegiate			
Trustees			
Review			

1. Parents

1.1. Parents/carers are asked to switch mobile phones off while they are within the Kindergarten compound.

1.2. Parents/carers may not photograph children other than their own on school premises unless they have specific permission from the parents/carers of the other child/children.

1.3. They may only photograph the Kindergarten environment (no children) at the discretion of staff and must ask permission beforehand.

2. Staff

2.1. All staff mobile phones must be kept turned off and put away securely while in the Kindergarten.

2.2. Only cameras dedicated to school use are to be used and must not leave the school premises. Stored images are not to be transferred to private equipment.

2.3. Parent/carer consent is to be obtained in writing before any child is photographed, using school's photographic image consent form and is renewed annually.