

Warradale Community Children's Centre acknowledges the traditional custodians of the land we live on today and we pay our respects to the Aboriginal and Torrens Strait Islander People past, present and emerging.



## Staff and Student Mobile Phone Policy

### NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 2: CHILDREN'S HEALTH AND SAFETY		
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN		
5.1	Relationships between educators and children	Respectful and equitable relationships are maintained with each child.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS	
84	Awareness of child protection law
155	Interactions with children

### Aim

To ensure the safety and well-being of children, we require staff to not use personal mobile phones during work hours and that smartwatches and/or Fitbits that receive calls, messages or access social media are turned off during working hours. Using personal mobile phones and taking personal calls, messages, email and accessing social media puts the children, in your care, at risk because your attention is focused elsewhere. Your focus and attention are needed to assist in our daily operations and in the centre. If you need an exception granted, you must first receive permission from your Director or Certified Supervisor.

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## Implementation

### Leadership will:

- Oversee implementation of this policy throughout the site
- Ensure the Centre's Privacy and Confidentiality policy is always adhered to by Educators.
- Ensure that mobile phones and Smart Watches are not used during educator's time working with the children.

### Educators will:

- Comply with current legislation and Centre policies.
- Not use personal mobile devices to take photos or breach children and families' privacy.
- Will notify emergency contacts of the Centre's phone number so they can be contacted if needed.
- Keep mobile phones and iPad in their locker whilst working with the children and Smart watches settings are turned off to receive calls and message.

### Evaluation

- This policy is viewed as working effectively when technology is used appropriately.

### Source

- Education and Care Services National Regulations
- National Quality Standard
- Early Years Learning Framework
- Fair Work Act
- Revised National Quality Standard

### Record of Policy Adoption and Amendment:

Version	Date	Details	Author	Next Review Date
1.0	16/4/19	Policy developed	Trish Cook	April 2022

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1.1	31/7/23	Changed wording and that smart watches can be worn only with calls and message function turned off.	Pamela	31/12/24
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