

Egg Day Nursery

Cameras/Mobile Phones/ Recording devices in the nursery

At Egg Day Nursery we ensure that any photographs or recordings taken of your children in our nursery are only done with prior written permission from each child's parent or carer. This is gained when each child attends their settling in sessions.

We ask for individual permissions for photographs and video recordings for each different use including, use in the child's learning journey, for display purposes, for promotion materials including our nursery website and brochure and to use in the local press. We ensure that parents understand that their child may also be on another photograph, but not as the primary person, that may be used in another child's learning journey. If a parent or carer is not happy about one or more of these uses then the nursery will respect their wishes and find alternative ways of recording their child's play or learning.

Staff are **not** permitted to take photographs or recordings of a child on their own devices and only use those provided by the nursery. The Nursery Manager will monitor all photographs and recordings to ensure that the parent's wishes are adhered to.

All staff mobile phones/IPods will be left in the Staff Room at all times and will **not** be allowed in the rooms.

Parents are not permitted to use any recording device or camera or mobile phone on the nursery premises without the prior consent of the manager.

This Policy was adopted by Egg Day Nursery on (date): _____ 14/12/09 _____

Reviewed _____

Signed by: _____ BRWhite _____

Position: _____ Business Manager _____