

ACCEPTABLE USE OF MOBILE TECHNOLOGY & DIGITAL IMAGERY PARENT/CARER AGREEMENT

At Eaton Mill Nursery, we use technology to enhance your child's learning journey and to streamline communication between home and the Nursery. To ensure the safety of all children and the privacy of our families, we require all parents/carers to adhere to this agreement.

1. Digital Observations and Portfolios

The Nursery uses the digital platform Tapestry to share observations and photos of your child's progress.

- Login details are for your personal use only. Do not share your password with unauthorised individuals.
- You must not download, screenshot, or share media from these platforms on social media or public forums.
- Upon your child leaving the Nursery, your Tapestry account will be deactivated. It is your responsibility to download any desired media before the final day of attendance.

2. Use of Mobile Phones on Premises

- **"No Phone Zone":** To prioritise safeguarding and child-adult interaction, parents/carers are **not permitted to use mobile phones** while inside the Nursery building or during drop-off and collection. If you must take an emergency call, please step outside the Nursery building before answering.
- **Privacy:** Taking photos or videos of the Nursery environment, staff, or other children is strictly prohibited.

3. Photography and Video at Nursery Events

We understand that parents/carers wish to capture special moments (e.g. Stay and Play) however mobile phones and other photo/video equipment are not permitted in the Nursery and therefore staff members will capture these special moments and upload them to your Tapestry account.

You must not post images or videos on social media (Facebook, Instagram, WhatsApp Status, etc.) that include any child other than your own.

4. Social Media and Professional Boundaries

- **Staff Privacy:** Parents must not "friend" or "follow" staff members on personal social media accounts. Staff are not permitted to communicate with parents/carers regarding Nursery business via personal WhatsApp, text, or social media.
- **Respectful Communication:** Do not use social media, WhatsApp or "parent groups" (e.g. Facebook) to air grievances or discuss specific children, staff members, or Nursery incidents. Please bring any concerns directly to the Management Team.
- **Reputation:** Any online content that brings the Nursery into disrepute or constitutes harassment of staff may result in the termination of your child's place at the Nursery.

5. Data Protection (UK GDPR)

- Ensure the Nursery has your most up-to-date email and phone number to ensure secure digital communication.
- If you accidentally receive information or see a photo that was not intended for you, please notify the Nursery immediately and delete the material.