



## Computers/Internet/Social Networking

T&D Childcare does have internet access on site for children. Only staff members can access the internet for educational purposes only.

There is an iPad which is password protected and only the Staff at the setting(s) have access to the iPad. Children are allowed to play education games on the iPad only with adult supervision. No documents or photos are stored on the iPad. Once photographs have been downloaded and saved to the settings laptop they are deleted from the iPad.

While it is understood that any assistant has a right to a personal life, they must ensure that anything done outside work does not break confidentiality or damage T&D Childcare's reputation.

### IPhones

The staff use T&D Childcare IPhones for use in the setting and they are not to be taken off the premises except outings and only used by T&D Childcare staff members.

Staff will only ever take photographs of children on T&D Childcare IPhones and only where permission has been sought from parents/carers. No assistant or parents' personal cameras are permitted on site.

In addition, mobile phones belonging to any assistant are not to be used to take photographs of children and must remain in their bags in the designated place at the setting.