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Use of mobile phones and photography

This is our mobile phones, photography and use of images policy when working with children, adolescents and adults.

This policy applies to all of the Snakes & Ladders Team, parents/carers and other visitors and is designed to protect children, adolescents and adults from the inappropriate use of mobile phones, cameras, iPads, iPods and video recorders.

This policy is part of our wider commitment to safeguarding the welfare of children vulnerable adults and the confidentiality of all our valued clients.

Mobile Phones

Snakes & Ladders recognises that mobile phones are a useful and sometimes vital part of everyday life. However there is also compelling evidence that the misuse of mobile phones can pose a threat to the welfare of children and vulnerable adults. All Snakes & Ladders Team are therefore asked not to use mobile phones while working with children or adolescents without the Head Teacher's consent. We recognise that sometimes important calls need to be answered or made. This needs to be done outside the school or children's centre premises. Anyone genuinely needing to make or take a call will need to ask to be directed to an appropriate place where there are no children or adolescents and where the conversation does not interfere with or be overheard by others. All phones should be turned off or placed in silent mode and stored in a safe place away from public areas or from view when in a school, children's centre or therapeutic environment.

Photographs Cameras and iPads

Snakes and Ladders recognises that photographs, cameras and iPads are regularly used within your practice to record children's work for supervisory and reviewing purposes. The photographs are required to be stored in a safe place at all times. We aim to safeguard all children, adolescents and adults who we support and need to ensure that no photographs are taken or used at a later date without the consent of the parent/carer or client (if over 18). Names and personal contact details will not be used or displayed in any manner. Photographs taken by Snakes & Ladders therapists will be deleted from the camera after printing or downloading for use. Those images needed for a specific purpose will be kept securely on the therapist's computer, for the minimum time (3 months) necessary and then deleted. Therapists will need to regularly review their stored images and delete unwanted material from their cameras and the secure computer network.