

## Nursery Days/Kids Days Camera use



### Aims

We aim to use photographs and cameras at Nursery Days and Kids Days for:

- Assessment, planning and recording
- Observation tools
- Information for visitors and parents
- Training purposes
- Language extension

### Cameras used

The only cameras to be used will be supplied by the nursery.

### Use of Photographs

Photographs are used extensively throughout Nursery Days and Kids Days for a variety of purposes. Generally staff take photographs of the children throughout the year to capture a particular example of play or something that a child has achieved. In addition we use photographs for:

<i>Photographs</i>	<b>Purpose</b>
Displays of children's work	A record of ideas and topic references for future use
Examples of children's play	As a part of an individual child's learning journey given to parents at the end of the child's time at nursery.
Individual Rooms	To show the range of activities there for visitors and parents
Memory book	For children to look at and talk about
Nursery Operational Plan	To explain the work of the school to parents and visitors
Special events and festivals	As a record of the year and for children and parents to look at and talk about
Photo displays	Used as a class resource for talking about birthdays, months of the year etc
From home	To act as a link between home and nursery.
Children's own photographs	Children take photographs at nursery on the digital camera, to gain experience in using technology

Camcorders are also used in nursery for many of the above purposes. In particular we may use them for observations of children's play to further our understanding, or for assessment and planning tools.

## **Points to Consider**

We are aware of the need for sensitivity when taking photographs and observe the following:

- The child does not object to having his/her photograph taken
- Photographs are used to show positive issues (e.g. a piece of work that the child has worked hard on or is pleased with, children playing co operatively together.....)
- We are inclusive so that gender, race, Special educational Needs, and differing abilities are reflected in a balanced way
- There may be cultural issues of which we need to be aware when taking photographs of children from different ethnic minority groups

Where photographs, videos or even samples of children's work are to be displayed outside nursery we seek parental permission for this to happen, which the parent signs for on the child's registration form.

Examples of this are newspaper reports, articles in Early years publications, exhibitions of children's work or to be displayed on the nursery website.

Students, visiting professionals or researchers who need to take photographs or videos as part of their work, are made aware of the need for confidentiality and that children will not be named or identified in any other way. Nursery informs these persons that they too have to seek the permission of parents before the photo's are taken.

Parents are made aware of our use of cameras, and have the opportunity to voice any concerns.

## **Printing of the photos**

The designated staff who are responsible for the printing of photos are: Stephanie Oakham, Melanie Willmore and Katrina Coyne. The photos are to be printed in the office and are to be deleted from the camera after printing.

## **Parents Photographing and Videoing Children at Nursery**

Parents may take photographs of nursery events subject to ordinary courtesies such as not obscuring the view of other audience members or distracting the children.

It is, however, important to note (and to advise parents if necessary) that photographs/video footage should not be published in print or digitally (eg on websites) without the approval of the parents of all the children featured in the photograph/video. This applies both to individuals and to nursery. Addresses should never be published in association with photographs.

This policy links to:

EYFS A unique child

1.3 Keeping safe

EYFS statutory requirements – the provider must take necessary steps to safeguard and promote the welfare of children

Every child matters

Staying safe

This policy was adopted on: 17<sup>th</sup> June 2009

Signed:

To be reviewed: June 2010

