



ICT Policy

Statement of Intent

At The Wonder Years we recognise that technology is an important part of children's learning and development. We aim to provide opportunities for children to explore technology in a safe, supervised and age-appropriate way.

ICT can support learning, creativity and communication when used appropriately. We ensure that technology is used to enhance children's experiences while maintaining a strong focus on play-based learning.

Use of Technology with Children

Children may have opportunities to explore a range of simple technology within the setting, such as:

- Educational games and learning applications
- Cameras for taking photographs
- Music players
- Interactive toys and resources

These activities are always **supervised by adults** and are appropriate to the children's age and stage of development.

Technology will be used in moderation and will not replace hands-on learning experiences, outdoor play or social interaction.

Online Safety

The safety of children when using technology is extremely important. We ensure that:

- Children only access age-appropriate resources
- Devices used by children are supervised at all times

- Internet access is limited and controlled
- Children are supported in learning how to use technology safely

Staff remain vigilant to ensure children are protected from inappropriate content or online risks.

Staff Use of ICT

Staff may use technology for professional purposes including:

- Recording children's learning and development
- Communicating with parents
- Accessing educational resources
- Completing administrative tasks

Staff must ensure that all devices used for work purposes follow the setting's confidentiality and data protection procedures.

Personal mobile phones are not used around children except in line with the setting's mobile phone policy.

Photographs and Recording

Photographs and videos of children may be taken for learning observations, displays or communication with parents.

We ensure that:

- Written parental permission is obtained
 - Images are stored securely
 - Images are only used for agreed purposes
 - Children's privacy and dignity are respected at all times
-

Data Protection

All information stored electronically will be kept securely and handled in accordance with data protection requirements.

Access to children's records and personal information will be restricted to authorised individuals only.

Policy Review

This policy will be reviewed regularly to ensure that it continues to reflect current guidance and best practice.