



Sample Policies

Appropriate and Intentional Use of Technology in early childhood programs

1. Technology Integration Policy

Purpose: To ensure that technology is used purposefully and in alignment with the developmental needs of young children.

Policy:

- Technology will be used in early childhood classrooms as a tool to enhance learning and development, not as a substitute for play or human interaction.
 - All technology tools and digital resources used must be age-appropriate, educational, and aligned with curriculum goals.
 - The integration of technology will be intentional, with clear objectives for enhancing specific skills (e.g., literacy, numeracy, social-emotional development).
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2. Ethical Guidelines for Technology Use

Purpose: To safeguard children's well-being, privacy, and development while using digital tools.

Policy:

- Children's privacy will always be prioritized. Personal information will never be collected, shared, or stored without parental consent, and all digital platforms used must adhere to privacy laws (e.g., COPPA, FERPA).
 - All technology use will be transparent to parents and families. Administrators and teachers will provide families with information about the technology being used, its educational value, and the duration of use.
 - Educators will be trained to monitor children's interactions with digital tools to ensure that content remains developmentally appropriate and safe.
 - Technology will not replace face-to-face interaction or physical playtime; it will be integrated as a supplement to hands-on learning.
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3. Screen Time Guidelines



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Purpose: To promote healthy screen time practices in early childhood education.

Policy:

- Screen time will be limited to a maximum of ____ minutes per day/week for children between the ages of 2 and 5, ensuring that technology use does not interfere with physical activity, social interaction, or play.
 - Technology use will be incorporated into a balanced daily schedule, ensuring that children engage in diverse activities such as outdoor play, hands-on exploration, and one-on-one interactions with teachers.
 - Teachers will ensure that screen time is used for active, engaging, and educational content rather than passive viewing (e.g., television shows, videos).
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4. Professional Development for Educators

Purpose: To equip educators with the knowledge and skills necessary to use technology intentionally and ethically.

Policy:

- Administrators will provide ongoing professional development opportunities for staff to learn about the effective, ethical, and intentional use of technology in the classroom.
 - Educators will be trained to critically assess digital tools and resources, ensuring they are developmentally appropriate and aligned with the goals of the curriculum.
 - Teachers will receive regular updates on current research regarding screen time, technology's impact on child development, and best practices for technology integration.
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5. Selection and Evaluation of Digital Resources

Purpose: To ensure that all digital resources used in the classroom are educational, inclusive, and aligned with the program's values.

Policy:

- All digital tools and resources (e.g., apps, websites, educational games) will be evaluated based on educational value, developmental appropriateness, inclusivity, and alignment with the program's curriculum goals.
- Resources should foster critical thinking, creativity, and social-emotional development, and should avoid content that perpetuates harmful stereotypes or biases.



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- Digital tools must be user-friendly for both children and teachers, and should support active engagement rather than passive consumption of content.
 - A review process will be in place to regularly assess and update the resources being used in the classroom.
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6. Family and Community Involvement

Purpose: To ensure that families are informed and engaged in their children's use of technology.

Policy:

- Families will be regularly updated on the technology used in the classroom, including its educational benefits, guidelines for screen time, and any policies related to digital safety.
 - Resources and strategies will be provided to families to help them make informed decisions about screen time and digital tools at home, ensuring consistency between home and school practices.
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7. Technology Safety and Security

Purpose: To ensure that all technology used in early childhood settings is secure, safe, and free from harmful content.

Policy:

- All digital tools and platforms will be vetted for security and safety features, ensuring that content is appropriate for children and that data privacy is protected.
 - Educators will be trained in how to monitor and manage children's online activities, ensuring that children are using technology in a safe environment, free from exposure to inappropriate content or online risks.
 - Parental controls and monitoring features will be implemented on all devices to limit access to non-educational content.
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8. Technology Use During Transitions and Breaks

Purpose: To regulate technology use in non-instructional times, ensuring it doesn't replace active engagement or social interaction.

Policy:



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- Technology will not be used during transitions or breaks unless it serves a specific educational purpose.
 - Screens will be off during mealtimes consistent with CDC recommendations.
 - Free playtime, physical activity, and social interaction with peers and teachers will be prioritized during non-instructional times, with technology being a secondary consideration.
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9. Ongoing Evaluation and Adaptation of Technology Practices

Purpose: To ensure that technology use remains aligned with ethical standards and educational goals.

Policy:

- The program will periodically review and assess its technology policies and practices, incorporating feedback from educators, families, and children.
- Administrators will stay updated on current research and quality practices related to the use of technology in early childhood education and adapt policies as necessary.