

Social Media Policy – Bournes Green Junior School Parents' Association

The facebook Bournes Green Junior School PA is a private group and is open to all parents and staff of Bournes Green Junior School. It is to be used for discussing fundraising, social events and meetings connected to the school. Please use the page in a positive manner. Only selected committee members are able to create posts, but members can comment against these posts.

Although the PA regularly participates in the discussion, we do not monitor every Facebook posting. The PA reserves the right to remove any posting.

We have created a simple list of do's and don'ts to help you use this resource correctly.

Please do the following:

- Use good judgment - Regardless of your privacy settings, assume that all of the information you have shared on your Facebook is public information.
- Be respectful - You cannot see a smile or understand nuances of speech on social media. Please keep the tone of discussion positive, respectful and factually correct.
- Be responsible and ethical - Unless you are specifically authorised to speak on behalf of the school as a spokesperson, you should state that the views expressed in your postings, etc. are your own. Any issue or concerns you have with the school should be raised directly
- Correct any mistakes- Be sure to correct any mistake you make immediately, and make it clear what you've done to fix it.

Don't share the following:

- Confidential information - If it seems confidential, it probably is. Online "conversations" are never private.
- Private and personal information - To ensure your safety, be careful about the type and amount of personal information you provide. Avoid talking about personal schedules or situations. NEVER give out or transmit personal information of students, parents, or colleagues. Always respect the privacy of the school community members.
- Images - It is not acceptable to post pictures of students without the expressed consent of their parents. You may use photos and video that are available on the school's website with the Headteacher's permission.
- Other sites - Link to other sites may provide useful and interesting content. Don't blindly repost a link without looking at the content first you never know what could be there!

Posts will be removed if they are:

- personal attacks, including those to school staff or in reference to the school (posts deemed libellous, profane, defamatory, disparaging, hateful, harassing, threatening, or obscene)

- breaking the law
- fraudulent, deceptive or misleading

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