

Social Media Policy

Introduction

Social media is an integral part of most young people's lives and is a useful tool for communication and dissemination of information. It does, however, have a number of potential dangers. This policy is aimed at addressing them.

1 Policy

- a Individuals should participate online in the same way as they would with other public forums and take personal responsibility for the things they do, say or write.
- b Personal details like home address and phone numbers should never be shared except with someone known and trusted and using a private message.
- c Stay within the legal framework and be aware that safeguarding, libel, slander, copyright and data protection laws apply
- d Be respectful: respect confidentiality. Respect the views of others even where you disagree.

2 Principles applied to this are:

- a Be credible. Be accurate, fair, thorough and transparent;
- b Be consistent. Encourage constructive criticism and deliberation;
- c Be cordial, honest and professional at all times. Be responsive. When you gain insight, share it where appropriate;
- d Wherever possible, align online participation with other communications;
- e Be aware that this may attract media interest in you as an individual, so proceed with care whether you are participating in an official or a personal capacity. If you have any doubts, take advice, but remember that you are responsible for your online activities;
- f Always remember that participating online results in comments being permanently available and open to being republished in other media. Once something is posted to a blog or other internet site, it should be assumed to be still available even if it is later deleted from the original site;
- g Be aware an address can be disclosed in many ways for example via photos or a GPS position as well as in written form.