

# Safer use of Social Media Policy

## OVERVIEW

This Policy is set within the context of the School Mission Statement:

" I come that they may have life and have life to the full"

John 10:10

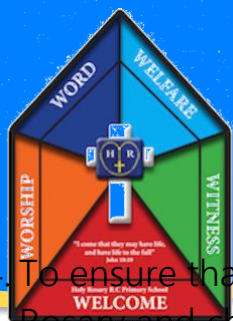
Many staff and children at Holy Rosary use various social media sites to communicate and share information with others. Proper use of social media can help people keep in touch and can be a force for good. Inappropriate use of social media can damage individuals and the reputation of the school. This policy sets out the standard that must be maintained by pupils, all members of staff , those contracted to work at Holy Rosary, volunteers, members of the governing body and the wider school community. This policy should be read in conjunction with the SAFE INTERNET USAGE AND E-SAFETY POLICY; ICT and the INTERNET POLICY & BULLYING POLICY.

This policy is a statement of the aims, principles and strategies for implementing Computing throughout the whole of Holy Rosary School. Through this we will nurture children's spiritual, moral and social development within our Catholic ethos. The policy will be reviewed in line with the priorities set in the school development plan.

## OBJECTIVES

1. To ensure that the content published and shared on social media by children, members of staff, others contracted to work at Holy Rosary, volunteers, members of the governing body and the wider school community meets high professional standards and is not harmful or damaging to any other member of the school community.
2. To ensure that material and comment published on social media sites does not damage the reputation of the school and does not breach the profession standard expected of staff and others associated with this school.
3. To ensure that children, members of staff , those contracted to work in the school, volunteers, members of the governing body and the wider school community do not publish things on social media sites that a third party can access and use to damage the reputation of the school or the professional reputation of the publisher .

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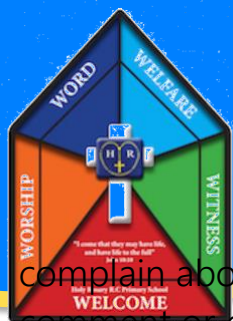


4. To ensure that a proper professional distance is kept between those who work at Holy Rosary and children attending the school including children under the age of 18 who have attended the school.
5. To ensure that all members of staff, others contracted to work in the school, volunteers, members of the governing body and the wider school community understand that things published on the internet could be subjected to subsequent legal action for defamation and libel under the 2013 Defamation Act.
6. To stamp out any 'cyber bullying' of children or staff on social networking sites or from any other internet sites.

## STRATEGIES

1. To ensure that children, members of staff, others contracted to work in the school, volunteers, members of the governing body and the wider school community, uphold public trust in the school and maintain high standards of ethical and professional behaviour.
2. To require and expect that children, members of staff, others contracted to work at Holy Rosary, volunteers, members of the governing body and the wider school community, not to publish any material or comment that is harmful or damaging to any other member of the school community.
3. To require and expect that children, members of staff, others contracted to work in the school, volunteers, members of the governing body and the wider school community do not to publish any material or comment which is harmful/damaging to reputation of the school or that breaches the teachers' standards set for professional conduct (National Teachers' Standards 2012) .
4. Any cyber bullying of staff or pupils, in or out of school, must be reported and then investigated rigorously, in conjunction with any relevant authority including the police if appropriate.
5. Members of staff, others contracted to work in the school, volunteers, and members of the governing body must ensure that a proper professional distance is kept between them and pupils attending the school including those pupils under the age of 18 who have attended the school in the past, by taking appropriate action to block pupils and past pupils, and by preventing them from access to their social media websites.
6. To require Members of staff, others contracted to work in the school, volunteers, and members of the governing body to use the proper professional process if they wish to

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complain about others or the school and not make inappropriate use of social media to comment or complain.

7. Parents will be expected to work in partnership with the school by supporting and upholding this policy and by monitoring their children’s use of social network sites and of the internet in general.
8. If a child, member of staff, volunteer or members of the governing body is subjected to inappropriate contact or comment on social media s/he must report the incident to the headteacher who will offer guidance and support to ensure that the issue is dealt with professionally, efficiently and effectively.
9. Holy Rosary school will use all reasonable professional means to monitor and enforce this policy.

## OUTCOMES

Social media will be used in an appropriate manner by children, and in an appropriate and professional manner by members of staff, others contracted to work in the school, volunteers, members of the governing body and the wider school community.

Holy Rosary Governing Body will determine, support, monitor and review the school policies on Computing. In particular they will monitor the effectiveness of the school’s policy through the school self-review processes and assess its impact.

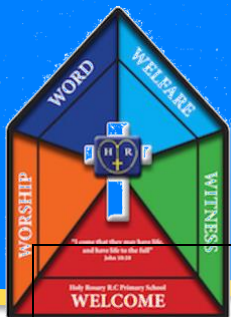
## DATA PROTECTION STATEMENT

The procedures and practice created by this policy have been reviewed in the light of our Data Protection Policy.

All data will be handled in accordance with the school’s Data Protection Policy.

Data Audit For This Policy					
What?	Probable Content	Why?	Who?	Where?	When?
Registration / Admissions Data	Name D.O.B. Signature	Consent to acceptance of guidance to prevent misuse of internet.	All staff	Record of acceptance electronic on school app	Held on File Throughout Child’s Time at School
Signed Safer media consent		Clear procedures for safe use.  Communication		Paper records stored in registers (Shredded when updated)	Passed onto New School When Moving

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				Computer Retains Copy of Records in 'Archive'
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As such, our assessment is that this policy:

Has Few / No Data Compliance Requirements	Has A Moderate Level of Data Compliance Requirements	Has a High Level of Data Compliance Requirements
✓		

Revised and adopted by the Governing **Body on: Wednesday 28<sup>th</sup> March 2018**

**Signed : P.Devine ( Chair )**

**Date to be reviewed : March 2021**