



ST JOSEPH'S RC PRIMARY SCHOOL, RAMSBOTTOM

POLICY FOR USE OF SOCIAL MEDIA

Mission Statement

Our school is proud to be part of the Roman Catholic community in the Parish of St Joseph's Ramsbottom. Our school has a distinctive character, because everything we do is based on the values of the Gospel. The purpose of our community is to recognise the worth and dignity of all and to fully develop the talents of each person."

Devices Covered

This policy covers the use of all social media sites, and all methods of access to them.

Personal Use by Staff

The school is clear many personal actions of its staff outside of working hours may have nothing to do with this policy. However, where school and its staff are affected, both inside and outside of school time, this policy makes clear that the following actions are not permitted:

- Being "friends" with pupils, "following" pupils, or the equivalent on social networking sites eg Friends on Facebook, Followers on Twitter, etc;
- Causing damage to the school's reputation;
- Breaching confidentiality/data protection/intellectual property rights etc;
- Harassment, discrimination or bullying;
- Unauthorised use during work time.

There are potential disciplinary sanctions for a breach of this policy.

Definition of the word 'staff'

In this policy, the word 'staff' is used to mean anyone who has contact with children in our school.

Definition of the word 'pupil'

In this policy, the word 'pupil' is used to mean any child who currently attends St Joseph's, or who has attended St Joseph's previously, and is still under the age of 18.

School Use

Where Social media is used to advance learning, the Safe Use of the Internet Rules should always be applied. Staff are asked to monitor the use of Social Networks they use and report any breaches in policy they witnessed as part of the monitoring of the school, providing hard evidence in the first instance.

Other Policies

This policy should be read in conjunction with the Health & Safety Policy, the Safe Use of the Internet Policy, the Privacy Notice, the Anti-Bullying Policy, the Behaviour Policy and the Equality Policy.

Review

This policy will be reviewed in conjunction with the School Development Plan Review cycle.

September 2022