

Forres Sandle Manor (EYFS) Policy

Policy Title	Social Networking
Policy Lead (Appointment (& Initials))	Head of Pre-Prep (TJS)
Date of Last Review	September 2024
Date of Next Review	September 2025

SOCIAL NETWORKING

GENERAL WELFARE REQUIREMENTS

The provider must take the necessary steps to safeguard and promote the welfare of children.

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.1 Respecting each other 2.2 Parents as partners	3.4 The wider context	

POLICY STATEMENT

Staff are naturally free to be members of social networking sites, however staff who choose to belong to these should be aware of the following guidelines which exist to fulfil our duty of care to the safety and welfare of our children.

SOCIAL NETWORKS

- Ensure that on-line profiles are private so that only those known to you may see your information. This will also protect you from accidental breaches of policy.
- Be aware of the potential of on-line security fraud and be cautious about giving out personal information about yourself which could compromise you or the children in our school.
- Staff should behave in a way that is not detrimental to Forres Sandle Manor School.
- Do not name or use photographs of children or any other representation of children in the school on social networking sites. An exception to this would be the Forres Sandle Manor authorised pages on Facebook, Twitter and any others which may be endorsed by the school and should only include those children whose parents have given signed consent.

- Do not write or imply anything detrimental about staff members on social net-working sites.

CYBER-BULLYING

FSM is committed to ensuring that everyone, children and staff alike are treated with dignity and respect. For staff, bullying will not be tolerated in the work-place. Cyber-bullying could include:

- Text messaging.
- Mobile phone calls.
- Instant messaging services.
- Circulating video clips or photographs or inflammatory material on social web-sites, blogs, chat-rooms or other means such as WhatsApp, Instagram etc.

Employees who cyber-bully a colleague will face disciplinary action and could also face prosecution under various laws including the Malicious Communications Act 1988.