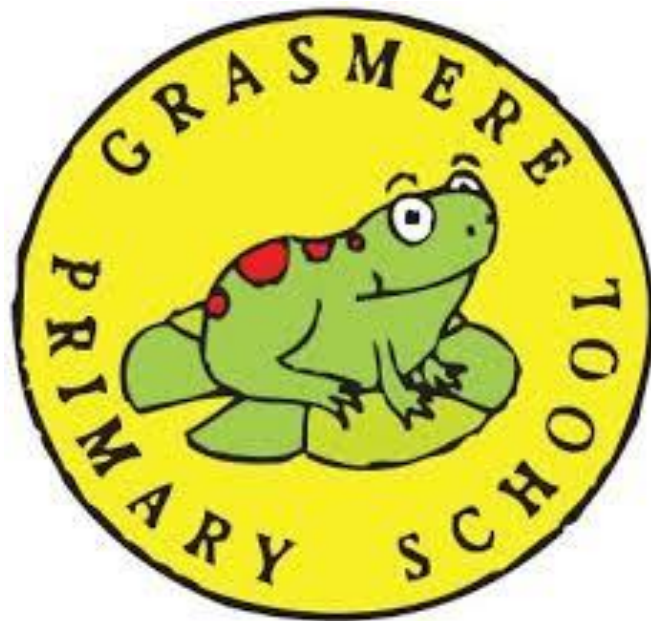


# **Grasmere Primary School**



## **Social Networking and Websites Policy July 2015**

We acknowledge that social networking has become part of everyday life with many people of all ages using social networking sites such as Facebook, Twitter, MySpace and Bebo on a daily basis.

Many feel that there are valid reasons for exploring the educational benefits of these sites because research shows that the most discussed topics on these sites by young people are those dealing with homework and lessons.

However, school based staff need to be aware that 'posting' anything on these social networking sites about themselves, others or their place of work must be prepared for the possibility that anyone could gain access to it.

This has been a major factor in identity theft. In terms of teacher's use of social networking and the web, they must be careful what information is posted due to potential security risks.

The following recommendations should be considered if using social networking websites:

- Only use them if absolutely necessary.
- Use only your name for the profile.
- Do not put your date of birth on the profile.
- Be wary of what photographs you put online of yourself, family or friends.
- Remember you must have their permission to publish.
- Make your profiles 'invite' only and thus only allow people you trust with certainty to view your information.
- Do not post your occupation.
- Do not discuss your work.
- Do not publish photographs taken at your work.
- Do not discuss your political or religious views.
- Be careful what viewpoints you express.
- If you do post anything online be mindful of the fact you could lose total control of it.
- Be careful of what other people post on your profile. You might be careful but are your friends?

School based staff should use these social networking sites wisely and cautiously bearing in mind they should not jeopardise themselves, others or their place of work.

#### Effectiveness

We believe this policy will be effective only if we ensure consistency across the school by regular monitoring.

**Policy agreed July 2015   Review July 2016**

