



Social Networking Policy

The internet provides a number of benefits for staff, committee and parents. However when someone is identified with the setting or discusses their work, they are expected to behave appropriately when on the internet. The principles set out in this policy should always be followed. If in doubt then details should be discussed in the first instance with the Directors.

Social networking sites allow photographs, videos and comments to be shared with thousands of other users. However it is not appropriate to share information relating to pre-school whether written or pictorial in this way. Staff and parents should respect the privacy and the feelings of others.

Staff are in a professional position and are responsible for the care and education of children. Therefore they must not engage in activities on the internet which might bring the setting or its associated employees or parents into disrepute.

Parents/carers must not engage in activities on the internet which might bring the setting or its associated employees or other parents into disrepute.

Our use of social networking applications, such as Facebook, has implications for our duty to safeguard children, young people and vulnerable adults.

Aim

- That our duty to safeguard children is maintained.
- That the setting is not exposed to legal risk.
- That the reputation of the setting is not adversely affected.
- That our users are able to clearly distinguish where information provided via social networking applications is legitimately representative of the setting.
- That we do not damage Pre-school, staff and parents reputation.
- That we recognise our legal responsibilities.

Objectives

- Sites to be aware of but are not limited to include: Social networking sites (i.e. Facebook, Bebo, MySpace, Chat roulette), blogs (i.e. Blogger), discussion forums (i.e. Mums net, Ming), collaborative spaces (i.e. Wetpaint), media sharing services (i.e. You Tube) , micro blogging (i.e. Twitter)
- All staff and parents should bear in mind that information they share through social networking applications, even though they are on private spaces, are still subject to copyright, data protection acts – *See below for full details*
- There will be **NO** mention of the setting, names of staff or attending children or their families.
- There will be **NO** uploading of photos of staff, or children & their families on **ANY** site.
- Any communications or content you publish that causes damage to the setting or any of its employees, children or families may amount to misconduct or gross misconduct and could lead to dismissal or prosecution.

Using computers and storing data

Objectives

- No information containing personal details of children and families at the setting should be stored on a home computer.
- No photographs of children and families at the setting should be stored on a home computer.
- The settings camera should be stored safely whilst the pre-school is closed.

Minety Pre-school

Legal framework and legislations

Children Act (1989 s47)

Protection of Children Act (1999)

Data Protection Act (1998)

Human Rights Act (1999)

Freedom of information legislation

The Children Act (Every Child Matters) (2004)

Safeguarding Vulnerable Groups Act (2006)

Race Relations (Amendment) Act (2000)

Race Relations (Amendment) Act (1976) Regulations

Equalities Act (2006)

Data Protection Act (1998) Non Statutory Guidance

This policy was adopted by Minety Preschool CIC