

Willow Nursery School

Social Networking Policy

This social networking policy applies to our members of staff, students and volunteers and parents/carers of Willow Nursery School and sets out guidelines that should be followed for all online communications. Whilst social media, professional networking sites and personal websites are all useful technologies, everyone needs to use good judgement about what is put online.

This policy includes (but is not limited to) the following online sites:

- Personal Blogs
- Twitter
- Facebook
- Instagram
- Whatsapp
- Messenger
- LinkedIn

Staff, students and volunteers using social networking sites must:

- Refrain from divulging any information about children and parents within the setting.
- Refrain from making any comments that may be seen as detrimental to the reputation of the nursery
- Maintain professionalism by not accepting parents/carers as 'friends' on social networking sites. We understand that some staff/students/volunteers will have existing relationships with a child's parents and may already be 'friends' on social networking sites. This is an exception to the rule.
- Ensure that photographs and materials published on social networking sites do not identify the nursery, its staff or children and their families.
- Ensure that no images of children that attend Willow Nursery School are put on social media
- We ask parents at special events for their permission for photos/videos to be taken by other parents. We ask that parents try to only get their child in the photo/video and not to put them on social networking sites.

If any member of staff, student or volunteer found to be posting comments that breach confidentiality and or are deemed to be of a detrimental nature to Willow Nursery School may face disciplinary action that may result in dismissal. Staff and volunteers will be asked to leave immediately.

If a member of staff/parent/carer becomes aware of any social networking activity that identifies Willow Nursery School, staff, children or families in a detrimental way, they should notify the headteacher.

Reviewed: Spring 2025

Due for review: Spring 2027