

Social Media Policy

Objectives

This policy sets out Connect IOW CIC's policy on social networking

Social networking activities conducted online outside work, such as blogging, involvement in any social networking sites such as Facebook, Twitter, Instagram, Tik Tok and posting material, images or comments on sites such as You Tube can have a negative effect on an organisation's reputation or image. In addition, Connect IOW CIC has a firm commitment to safeguarding all children and adults in all aspects of its work

This policy has been written to set out the key principles and code of conduct that we expect of all members of staff, parents and visitors with respect to their responsibilities in connection with the use of social networking sites

Key Principles

Everyone at Connect IOW CIC has a responsibility to ensure that they protect the reputation of the organisation, and to treat clients, family members, colleagues and members of the company with professionalism and respect

It is important to protect everyone at Connect IOW CIC from allegations and misinterpretations which can arise from the use of all social networking sites

Safeguarding all adults and children is paramount and is a key responsibility of all members of staff and it is essential that everyone at Connect IOW CIC considers this and acts responsibly if they are using social networking sites outside of the company. Anyone working in the company either as a paid employee or volunteer must not communicate with children via social networking

It is also completely unacceptable to communicate on social media about the clients, families or any member of the company in or out of work on personally owned equipment

Individual written photo consent will be given to the managing director from parents or carers before a support package can begin. It is each member of staff's responsibility to make themselves aware of each client and their family's preference on photography before working with said client. Separate consent is given regarding each social media platform

Connect IOW CIC has its own social media pages on Facebook and Instagram, they are exclusively run and used by the managing director, and they are password protected on locked devices to ensure GDPR is upheld

It is each employee's responsibility to delete work related photos from their personal devices, keeping such photos is in breach of employment and can result in disciplinary action

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