

## Facebook Page Code of Conduct

### Intent

Madeley Primary School promotes open communication between school and home. There are various avenues for communication to take place depending on its intent and purpose. The school Facebook page exists as a means of **sharing school information and activities with the community**. Its main purpose is to **build community understanding and promote school spirit by highlighting all the great things that are being done here**. Facebook is not the forum for raising and discussing issues, problems, concerns and/or disagreements that may occur or for discussing school policy and procedures. School staff are always available to work through issues or concerns or to discuss school policy via face to face meetings.

### The Golden Rule

The school's overarching rule is "Treat others as you would like them to treat you." This rule applies to everything that we do. It also applies to Facebook and how it is used by our school and its community.

### How to Use the Facebook Page

Community members are welcome to comment on any post or the comments of others. Users will also be able to 'like' posts or comments.

### Using Real Names

All users interacting with the Madeley Facebook page, by either liking or commenting on posts must do so using a Facebook account that clearly identifies them by their legal name.

### Naming People

The school will sometimes mention the first names of staff and/or students when posting information about events or activities. Community members are permitted to use the first name of staff when acknowledging someone's great work or community contribution.

### Student Permissions

The school spends a lot of time ensuring that parental permission is gained before their child's name or image is posted onto our Facebook page. It is essential that parents do not post pictures or video of other students or use their names on the page.

### Defamation and Profanity

Community members are not permitted to defame anyone or use profanity when posting onto the Facebook page. The page profanity filter is set at the highest level in an effort to avoid this.

### What to Do if You Disagree with a Post or Comment

If you don't like a post or comment you should respond in one of two ways. The first is to ignore the post or comment and the second is to make contact with the school and talk to an appropriate staff member. Contact can be made via email or by phoning the school office on 93023611.

### Moderation and Blocking

Madeley Primary School reserves the right to moderate posts and comments and remove any that breach the code of conduct. The school will also remove users and 'ban' them from access to the school Facebook page if they choose to breach the code.

### Age of Use

Madeley Primary School endorses the Conditions of Use for Facebook which state that users must be over the age of 13 to create and operate an account. We encourage parents to view and talk about school posts on Facebook with their children.

### Friending Staff on Facebook

Education Department staff are required to maintain professional relationships with students and parents. They are not permitted to be 'friends' with any students on Facebook.

### Role Models or Appropriate Use

Parents and community members should be strong role models to children of how to use social media appropriately.

*Please be aware that this Code of Conduct is subject to amendment or modification and may change at any time.*