



Nebula  
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# The Nebula Federation Social Media Code of Conduct Policy

FRETtenham PRIMARY SCHOOL  
HAINFORD CHURCH OF ENGLAND VC PRIMARY SCHOOL  
HORSFORD CHURCH OF ENGLAND VA PRIMARY SCHOOL  
OLD CATTON CHURCH OF ENGLAND JUNIOR SCHOOL  
ST. FAITHS' CHURCH OF ENGLAND VC PRIMARY SCHOOL  
WHITE WOMAN LANE JUNIOR SCHOOL

Agreed March 2018

Review March 2021

# Social Media Code of Conduct Policy

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## Statement of intent

The Nebula Federation understands the benefits of using social media; however if misused, the academy community can be negatively affected, such as by damaging the federation's reputation. This code of conduct sets out clear procedures for how we expect parents to conduct themselves on social media and when using messenger apps, such as WhatsApp.

Signed by:

Executive Headteacher:

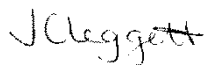
Date:



March 2018

Chair of governors:

Date:



March 2018

## E-safety and social media conduct

2.1. The schools in the Nebula Federation expect parents to behave in a civilised nature online and will not tolerate any of the following behaviour online:

- Posting defamatory 'statuses' about fellow parents, pupils, the schools or its employees
- Complaining about the schools' values and methods on social media

2.2. The Nebula Federation of Schools has a Complaints Procedures Policy in place, to avoid parents broadcasting grievances online.

2.3. Parents will be made aware of their responsibilities regarding their use of social networking and their conduct online.

2.4. Breaches of this code of conduct will be taken seriously by the federation and, in the event of illegal, defamatory, or discriminatory content, breaches could lead to prosecution.

2.5. Parents will not attempt to 'friend' or 'follow' any member of staff on social media.

2.6. Parents are instructed not post anonymously or under an alias to evade the guidance given in this code of conduct.

2.7. All schools in the Nebula Federation retain the right to request any damaging material to be removed from social media websites.

### **Online messaging**

3.1. The schools in the Nebula Federation expect parents to use messaging apps, such as WhatsApp, for purposes beneficial to themselves and the schools, and will not accept any of the following behaviour:

- Sending abusive messages to fellow parents
- Sending abusive messages about members of staff, parents or the schools
- Sending abusive messages to members of staff

3.2. The schools in the Nebula Federation appreciate the simplicity and ease of instant messaging online; keeping in contact outside of the schools can benefit the school community by keeping the school community closer.

3.3. Should any problems arise from contact over messaging apps, the schools will act quickly by contacting parents directly, to stop any issues continuing.

3.4. The school concerned can request a meeting with parents if any misconduct, such as sending abusive messages or posting defamatory statuses, occurs online.

3.5. The Nebula Federation complaints procedure will be followed as normal if any members of the parent teacher association or governing body cause any discrepancies through their conduct whilst using online messaging.

3.6. The Executive Headteacher, her Executive Deputies and individual Heads of School can, with the permission of the parent, view messages sent between members of the parental body in order to deal with problems quickly and effectively.

The Executive Headteacher can request that 'group chats' are closed down should any problems continue between parents or parental bodies.

### **Monitoring and review**

4.1. The Executive Headteacher will review this code of conduct on an annual basis and will communicate any changes to all teachers and parents.