



## **Statement:**

A Wattle Park Kindergarten facebook page ('our page') will be implemented as an additional means of communication between the service and the families.

Wattle Park Kindergarten aims to ensure that our service, children, educators and families are not compromised on any form of social networking or related website. However, we acknowledge that social media can play an important role in maintaining communication with families and the local community.

## **Procedures**

The following conditions will be put in place to ensure the privacy, dignity and rights of the service, children, educators and families:

1. All users (all people accessing our page) interacting with the Wattle Park Kindergarten Facebook page, by either liking or commenting on posts, must do so using a Facebook account that clearly identifies them by their real name.
2. Children's names and faces will not be uploaded onto our page by administrators.
3. Photos of identifiable children will not be uploaded onto our page by administrators unless specific permission is given for specific images. This will be documented.

While using our page, users are expected to ensure that they:

1. Respect the rights and confidentiality of others;
2. Do not impersonate or falsely represent another person;
3. Do not bully, intimidate, abuse, harass or threaten others;
4. Do not make defamatory comments;
5. Do not use offensive or threatening language or resort to personal abuse towards each other or members of the Wattle Park Kindergarten Community;
6. Do not post content that is hateful, threatening, and pornographic or incites violence against others;
7. Do not harm the reputation and good standing of Wattle Park Kindergarten or those within its community;
8. Respect others rights to privacy by not uploading any films or photographs taken of the Kindergarten community during approved Kindergarten events; with the exception being of film or photographs of your own personal child/ren and not contain any other members of the Kindergarten community.
9. Users who are deemed to be using our page inappropriately, particularly in the above mentioned ways, will be blocked by administrators.
10. Administrators will be named on our page and will consist of the service director and/or members of the Governing Council (as selected and approved in the minutes by the Governing Council). These members may be changed and updated as agreed by the Kindergarten Governing Council.
11. Our page must not be used for the promotion of personal financial interests, commercial ventures, personal campaigns or to promote other businesses;



however our page may be used to thank local businesses for their support of the Kindergarten.

### **When can names be used?**

You can use names in comments when you wish to acknowledge great work or community contribution only with their written permission. We wish our Facebook page to be used to build spirit; congratulating someone's efforts publicly goes a long way to building a positive kindergarten community.

### **Breach of this Policy**

All reports of cyber bullying and other technology misuses will be investigated fully and may result in a notification to Police or appropriate governing bodies where the Kindergarten is obliged to do so. Users must be aware that in certain circumstances where a crime has been committed, they may be subject to a criminal investigation by Police over which the Kindergarten has no control.

Any concerns or suspicions over the breach of this policy should be brought to the immediate attention of an administrator of our page either via email, telephone or conversation in person and not be addressed on the site and will be dealt with at the discretion of the Director and Governing Council.

### **Persons Responsible**

The Kindergarten Director is responsible for:

- Ensuring correct and appropriate use of the social media site by its members and local community through his/her role as administrator.
- Report any serious breaches on our page to the Police for further investigations
- Updating information to communicate with families.

### **For more information/References**

Children and Young Persons (Care and Protection) Act 1998

Education and Care Services National Regulations 2011

National Quality Standard 6.1, 6.2, 7.1, 7.3

National Quality Regulations 168, 170, 171, 172

DECD Social Media Policy

<http://www.decd.sa.gov.au/docs/documents/1/ConsentFormChild.pdf>

Victoria Willcox, Director.