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Bolton Primary School

GUIDELINES ON PARENTAL USE OF SOCIAL MEDIA AND INTERNET SITES

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REVIEW SHEET

Each entry in the table below summarises the changes to this Policy and procedures made since the last review (if any).

Version Number	Version Description	Date of Revision
1	Original	September 2020
2	Minor updates and changes to reference on website links	January 2025
	No updates other than slight reformatting	December 2025

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Overview

Social media and internet sites allow people to communicate in many useful ways, but sites can also be used inappropriately, potentially putting children at risk of harm, or by expressing negative or offensive views about schools and their staff.

Bolton Primary School takes seriously its responsibility to safeguard its children from physical and emotional harm. It also has a duty of care towards its staff and volunteers in respect of negative or offensive comments posted on social media and internet sites. In addition to the impact on those staff and volunteers, such comments may also adversely affect the attainment of pupils.

Consequently, this document sets out guidelines for staff and parents, including action which may be taken when it is considered that parents have used such facilities inappropriately. In this document “parent” also include carers, relatives or anyone associated with the school.

Objectives

The purpose of this policy is to:

- Safeguard pupils from the risk of physical or emotional harm as a result of social media;
- Guard staff and anyone associated with the school from the negative effects of social media and the internet;
- Prevent unfounded reputational damage to the school by unwarranted abuse via social media and the internet;
- Clarify what the school considers to be appropriate and inappropriate use of social media and the internet by parents.

Appropriate use of social networking sites by parents

Bolton Primary School recognise that many parents and other family members will have personal social media accounts which they might use to discuss/share views about school issues with friends and acquaintances.

As a guide, individuals should consider the following prior to posting any information on social media or internet sites about the school or its pupils, staff, or anyone else associated with the school:

- will the item identify, or put at risk of harm, children other than their own without their parent’s consent; or, where appropriate, the school’s consent;
- is the item defamatory, demeaning or insulting, or likely to upset the child or their parents;
- is social media the appropriate channel to raise or discuss matters about the school or its staff;
- in respect of allegations being made/concerns being raised, would a confidential discussion with the Headteacher or use of the school’s complaints procedures be more appropriate;
- are such comments likely to cause emotional or reputational harm to individuals;
- The reputational damage that such material may have to the school, and any detrimental harm that the school may suffer as a result of the posting, and the impact that such a posting may have on pupils’ attainment.

Inappropriate use of social media and internet sites by parents

The following examples are considered to be inappropriate uses of social media sites. This list is non-exhaustive and intended to provide examples only:

- Naming children or posting any comments about children who attend Bolton Primary School without seeking parental consent;
- Posting images of children who attend Bolton Primary School without seeking parental consent;
- Posting comments which may place children at risk of harm;
- Making any posts that could be deemed to be cyber-bullying;

- Making allegations about staff or anyone else connected with the school;
- Making complaints about the school or staff at the school;
- Making defamatory, offensive or negative statements about the school, the staff or any other individual connected to the school;
- Posting comments which are racist or threaten violence.

Parental responsibility re children's use of social media and the internet

It is expected that parents/carers familiarise themselves with the subject of internet safety in relation to children, see: <https://www.bolton.cumbria.sch.uk/online-safety-information/>

For our online safety advice and guidelines on the school website and by taking the opportunity offered by the school to attend training on the issue.

Parents/carers are also encouraged to familiarise themselves with the subject of child on child abuse, details of which, and the school's actions, may be found in our Child Protection policy and our Online Safety policy on our [website policy page](#).

In particular, parents/carers should note:

- All social media sites require children to be at least 13 years old. Parents should not falsify a child's age in order; to get them a social media account as this will make them vulnerable to inappropriate content.
- Parents/carers are expected to monitor their children's online activity.
- Parents/carers should set appropriate age restrictions on devices. If it is not clear how to do this, the school can help.
- All apps have age restrictions/recommendations. Parents/carers should always check these age restrictions before allowing children to use an app.

Procedure the school will follow if inappropriate use continues

Bolton Primary School recognise that parents may not always realise when they have used social media or internet sites inappropriately and will always try to deal with concerns raised by parents in a cooperative and appropriate manner.

Therefore, as a first step the school will endeavor to discuss the matter with the parent to try and resolve it and request that the relevant information be removed from the social networking site in question.

However, in the event that a parent continues to use social media in an inappropriate manner, the school reserves the right to take further action. This action could include the following:

- If the inappropriate comments have been made on a school website or online forum, the school may take; action to block or restrict that individual's access to that website or forum;
- Contacting the police where the school feels it appropriate – for example, if it considers a crime (such as harassment or public order offences) has been committed or in cases where the posting has a racial element, is considered to be grossly obscene, grossly offensive or is threatening violence;
- Contacting the host/provider of the social media or internet site to complain about the content and ask for removal of the information;
- Raising the matter with the Information Commissioner
- Taking legal advice and/or legal action where the information posted is defamatory in any way or if the circumstances warrant this.