



Policy for the use of Twitter at Forefield Junior School

Statement:

This policy has been reviewed and updated following the initial set up of a school Twitter account in 2019 and subsequent developments in home/school communication throughout the national response to the coronavirus pandemic (March 2020 to the present day).

The Governing Body of Forefield Junior School encourages close links with parents and the community. It believes that pupils benefit when the relationship between home and school is a positive one. We aim to provide information and support to parents in a timely manner and through a variety of methods. Our website, weekly newsletter (Forefield Matters), text messaging service and online systems for payments, consent giving and parent evening appointments have been designed to facilitate good communication.

In addition, every teacher, child and family have access to 'SeeSaw' a digital portfolio APP that captures student work (through photos, video and audio) both in school and at home. Announcements on SeeSaw allow us to securely share news and updates with pupils and their families. We have also used video conferencing software to provide live sessions for pupils and parents to replace face-to-face contact during periods of national lockdown.

Therefore, our school Twitter account, is now used to enhance (but not replace) communication and provide an up-to-date method of sharing/celebrating school events. Twitter is a microblogging service intended for use by people aged 13+. As a social networking service, tweets are easily accessible and can be searched by anyone.

Following government announcements around school closures in January 2021, we were able to share information with parents quickly through Twitter when other forms of communication became unreliable due to the volume of users. Moving forward we would be able to utilise SeeSaw, but Twitter would be a viable 'back-up' alongside our website.

We would like to continue to share school news, and the weekly newsletter, through Twitter. In particular, we hope to share updates from our future residential visits whilst pupils are away from home.

Therefore, the content of the school account will:

- Support and reflect the school's PROUD Values – especially by showing respect to others
- Work for the good of the school community

However, we will:

- Never post personal or upsetting tweets
- Engage in, or invite, any debate about the events shared/celebrated

Instead, the school Twitter account will provide an additional opportunity to celebrate the life of the school in a professional way.

Staff have a responsibility to protect the reputation of the school, staff and students at all times and treat everyone with respect when using social media.

Twitter will be used responsibly to ensure that neither the personal, nor professional, reputation of the school, or individuals within the school, are compromised by inappropriate postings.

No school information should be posted on personal social networking sites – only the school account.

No details or opinions relating to pupils will be posted.

Users must not knowingly cause annoyance, inconvenience or needless anxiety to others.

No opinions regarding another member of staff, which could cause offence, are to be posted.

No photos or videos which show pupils are to be posted without the consent of parents. Tweets will be text based and images used will reflect the event/location. Prior to a residential visit parental consent for pupils to appear in group images will be obtained. Where consent is not given, pupils will not appear in any post.

Users will not give students access to the account. All posts will be created by a member of the school staff – often the headteacher or senior leader.

This policy will be reviewed again in 2024 or earlier if changes are needed due to advancements in technology. It will be made available on the school's website.

Signed: _____ Date: _____

Chair of Governing Body