**Social Media Policy**

**Sammy’s School of Dance**

**Use of Photographs:**

* From time to SSD staff may take photos of students to share on Instagram, Facebook and the school website. Parents are given the opportunity to opt out of this when they sign up, and can opt out at any time.
* When using student images no full names will be given.
* Parents are not authorised to share photos of any SSD student (other than their own) if an opportunity allows for parents to take photos of classes or performances, all other students in shot MUST be cropped out or covered.

**Use of Video:**

* SSD have a collective Youtube account sharing videos of performances, class routines and events. Any parent who wishes for their child not to be filmed for this purpose or for Facebook and Instagram posts can opt out at anytime by letting the principal know.
* Our Youtube channel is an advertising tool, and there for public viewing
* SSD will never share childrens full names in videos

**Social Media Management:**

* SSD staff will never befriend students under the age of 17 on any social media channel, nor will they accept a friend request.
* Students are not allowed to post videos or photos of their dance friends on social media, any group photos must only be shared through the school channels if all students have permissions.
* If any student is being bullied or harassed online, SSD staff will do their utmost to assist parent and student with the relevant support bodies.

**Whats App:**

* SSD have a parent group chat on whats app, for use to arrange classes, swap information and keep staff informed. Parents should not be using this network to add friends of families, or to gossip about other parents/Staff or students. Any parent not complying with polite behaviour or language will be removed.
* Parents of any students who have left the school will be removed from the group chat immediately.
* SSD student chat is for students to ask staff questions relating to their class work or performances, and for SSD staff to share links to exercises, or events that may benefit those students.

**Contact:**

* To contact SSD staff, parents should use whats app, SSD facebook message or email. SSD does not manage any other messaging service.

**Reviewed by:** Miss S Pickard

**Date:** May 2020