

# Fun 4U Club

## 32 Social Networking Policy

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### **Principle**

With the fast easy access to the media world through mobile devices we must be aware that images and information can be made worldwide in seconds. At Fun 4U Club we wish to keep our children and staff safe from unwanted or inappropriate content being posted on these networking sites.

### **Statement of Intent**

This policy will cover the use and restrictions of these devices and the allowed and restricted use of said devices by all who enter the facility and when on trips away with the children.

### **Procedure**

- The use of Mobile devices of any description will not be permitted within the premises or on trips away. This is non-negotiable and applies to both staff and children.
- If a parent enters the facility to collect their child and has a device they will politely be asked not to use it for said reasons of child protection and indent safety.
- Staff are not to discuss the children or daily occurrences of their working day on any of the media sites e.g. face book, twitter, wap-pad etc.
- Staff should also be aware of what they place on their own personal pages as these can be accessed by both parents and children who have been given access to devices at home.
- Fun 4U Club does have its own designated Face Book Page and only authorised personnel will be given access to post on this site.
- Said staff will be briefed by management on the appropriate content of these posts.
- Children's records will be checked for permission of photos in publications before any topic related photos are uploaded to the site.
- Staff also will have to give their permission to be part of these photos.
- Children are not allowed any electronic devises at Fun 4U Club and this will be made apparent to all parents and guardians when registering with us. Should a child bring a device with them it is to be turned off put away in a closed school bag or placed in the office until their departure?  
Parents/guardians will then be reminded of our policy. Any parent or child not complying with these rules will be referred to management immediately.
- Cyber bullying is an area in which we must be vigilant and remind children that although we cannot see each other whilst on these devices, there are people at the other end and endorse the need to be very careful.
- Children are to be encouraged to report any cases of this nature to a responsible adult immediately.