



Social Media Use Policy

Policy Statement

The purpose of this policy is to make clear the boundaries ascertaining to our use of Social Media. Our aims are to provide information regarding all aspects of Rotherfield St Martins news, work, events and fundraising campaigns using social Media (which currently includes the platforms Facebook, Twitter and Instagram and WhattsApp groups) we will do this only via RSM's own Social Media Accounts. However, we appreciate that Staff and Trustees may have their own personal accounts and we ask that they do not post anything that would adversely affect Rotherfield St Martin and to carefully consider their own postings and how they may reflect on the organisation.

Our commitments:

To promote Rotherfield St Martin in a positive light.

To ensure the online safety of Staff, Trustees, Volunteers and Members.

We will only post photographs of people with their permission (members give written permission on their membership forms).

We will not tag photographs or written posts with names without permission.

We cannot be held responsible for derogatory comments on our posts/group chats, however if they come to our attention, we will delete the post. Online harassment of any kind will be considered a disciplinary offence. Harassment may involve derogatory and discriminatory remarks. Staff, trustees or volunteers or anyone connected with the charity could be liable for dismissal for gross misconduct and any trustee or volunteer found to have breached this policy will be asked to resign their position.

This policy was written/reviewed by	Staff Fiona Wilson
Adopted by	Trustees and Staff
Date	8 Jan 2021 – VC
Review date	8 Jan 2022