



Social Media Policy

Staff and Parents:

1. Parents will sign a consent form at the beginning of each school year to consent to:
 - Children being photographed for inclusion in **school** publications e.g. newsletters/office displays/annual class photographs
 - Children being photographed to be used on the school website (as part of our school website/school events)
2. Photographs (preferably in groups of 2 or more) but there are exceptions e.g. a photo of a child competing in the long jump on Athletics' Day, with no names.
3. **No** photographs are to be taken at swimming events.
4. External media (presentations or publications) – e.g. Newspaper articles / Television presentations - will have a separate consent form required at the time of the event. This will include parent permission for full names to be used against photographs or full names in articles.
5. Only first names are to be used in displays, newsletters etc.

Parents only

Parents may take photographs of their children at school events e.g. end of year concert, other assemblies, SAPSASA events etc. providing they do not interfere with the running of the event.

Parents, however, **must only use these photographs for personal use** and they must not be published on social media sites to avoid privacy issues.

