



SOCIAL MEDIA POLICY

At MFLC, the safety and security of our children/families is paramount. While social networking can be fun and valuable, sometimes the lines are blurred on what is acceptable/appropriate to share with others on social media. This is especially true when it involves children. The safest and easiest guideline is to avoid sharing anything that features children other than your own. Many parents simply do not want their children to be visible online for privacy reasons; others may be involved in a personal situation where being identified online could place the child or family at risk. There is a wide range of sharing preferences/privacy needs and we must be respectful of all.

Please read and sign below, pledging to abide by MFLC’s social media policy.

PHOTOGRAPHS/VIDEOS

Please be advised that you may not photograph/record anyone else’s children or publicly share photos/videos that include others’ children without express consent from the children’s parents or legal guardians. Any photographs of Mushroom students used for school purposes, for example displayed on Mushroom’s website, will only be used with express permission of the parents or legal guardians. Photographs of class activities by teachers/staff will be shared with parents individually or by forming a private class group. If you are concerned about something you see online related to our school or students, please bring it to the attention of the school director or board president. Mushroom will request the removal of any unauthorized photographs/videos of the setting, children or staff that are published/posted by staff members, board members, parents or volunteers. *Failure to remove such material or continued breach of the social media policy may necessitate disenrollment of the related student, or disciplinary measures for the staff member.*

SCHOOL/STAFF COMMUNICATIONS

All communication from or with staff members or the Mushroom board is to be considered private and should not be posted online in any form. If you have questions or concerns about our school, please discuss or communicate them privately with the school director or board president. If you are concerned about something you see online related to our school or students, please also bring it to the attention of the school director or board president. Mushroom will request the removal of any public postings by staff members, board members, parents or volunteers that breach confidentiality or are potentially detrimental to Mushroom Family Learning Center, its staff or families. *Failure to remove posts or continued breach of the social media policy may necessitate disenrollment of the related student, or disciplinary measures for the staff member.*

* Please note that Mushroom staff members are unable to accept “friend” requests or similar social media platform invites from current Mushroom parents/family members.

General guidelines for using social media:

- Personal security/privacy settings should be managed to ensure that information is only available/visible to the people you choose. Regardless of settings, however, assume that all of the information you share on your social network is public.
- To ensure your safety and that of others, be careful about the type and amount of personal information you provide. Avoid talking about or showing anybody’s personal situations, settings, schedules, locations, etc.
- Always treat others in a respectful, positive and considerate manner, especially with regard to privacy. Follow the same guidelines for respectful, responsible behavior online as offline.
- Apply a “good judgment” test before every social media post you make.

I have read and understood the MFLC Social Media Policy and agree to abide by it.

(Printed Name)

Date _____

(Signature)