



## Social Media Guidelines

Twizel Area School understands the benefits of using social media; however, if misused the school community can be negatively affected. This can include individual students, staff, classes of students, or indeed the reputation of the school itself.

### **Purpose of the Twizel Area School Social Media Accounts**

Twizel Area School uses social media channels to post information about past and upcoming events, to celebrate student and staff achievements and to provide information for our community. We welcome your feedback and ask you to be respectful in your comments and your opinion of others' comments.

### **Removing Comments or Banning Users**

Any comments or posts that breach these guidelines will be removed. If a user violates these guidelines, that user may be temporarily or permanently blocked from posting in the future.

Twizel Area School reserves the right to:

- determine what constitutes inappropriate content
- edit or entirely remove inappropriate content
- ban users from its social media communities.

We may delete posts which contain:

- racist, sexist, homophobic or other forms of hate-speech
- potentially defamatory statements
- confidential information (including personal contact details and information regarding individual students or staff members, both past and present)
- misinformation
- spam or advertising
- offensive language, abuse or threats
- off-topic or irrelevant information to the thread of conversation
- nudity, pornography or child abuse
- excessive violence
- content that is illegal, gives instructions for illegal activity or advocates illegal activities.

### **Monitoring Outside of School Hours**

Our Social Media pages are monitored outside of school hours, however if you need to contact us during this time, please use the contact information on the Twizel Area School website. Teachers and other staff members should not be contacted outside of school hours, this includes through their personal social media; e.g. Facebook Messenger and WhatsApp.

### **Legal Framework**

These guidelines have due regard to statutory legislation, including, but not limited to the following:

[Privacy Act 2020](#)

[Defamation Act 1992](#)

[Harmful Digital Communications Act 2015](#)

[Harmful Digital Communications Rules 2016](#)

[Unsolicited Electronic Messages Act 2007](#)