



Leigh Creek Kindergarten

Social Media Policy

In addition to a website Leigh Creek Kindergarten has a Facebook page (established 2018) as a way of interacting, building community relationships, and improving communications with families.

The Account Administrator of the 'Leigh Creek Kindy' Facebook Page will be the Director and this role involves updating the page with relevant information about the Kindy, creating links to the Kindy website or other relevant websites, uploading photos of the program on offer, promoting events/experiences at the Kindy, responding to questions from the local community, and moderating or removing any comments deemed to be unacceptable or inappropriate.

In accordance with the DECD Social Media Guidelines the 'Leigh Creek Kindy' Page must meet the following guidelines:

- The logo/image of Leigh Creek Kindy is to be used in the Profile Picture for user accounts.
- Community members are welcome to share or post on the 'Leigh Creek Kindy' Page, providing posts are acceptable/appropriate (e.g. no swearing, nudity, commercial advertising, bullying, harassing, defaming, etc.) and do not disclose private information about other members of the Leigh Creek Community.
- If inappropriate or unlawful online content is posted this should be reported to the Online Communication Services via email (DECD.socialmedia@sa.gov.au) or by phone 8226 2068. If the issue requires urgent attention contact the South Australian Police on 131 444 and follow their advice.
- Photos/videos of children are not to be uploaded onto the page and no public information posted which could potentially identify individual children at Leigh Creek Kindy.

Further information on Cyber Safety can be found a CyberSmart (www.cybersmart.gov.au) which is an Australian Government website that has quality resources for teachers, parents, children and young people about online safety, including social media.

Endorsed by Leigh Creek Kindergarten Governing Council, March 2018

Signed (Chairperson) Date

To be reviewed March 2019