



Guidelines



Any member of our page must agree to abide by the DfE Social Media Policy and guidelines which can be accessed by following these links:

Social Media Policy: <https://edi.sa.edu.au/library/document-library/controlled-policies/social-media-policy.pdf>

Social Media Guidelines: <https://edi.sa.edu.au/library/document-library/controlled-guidelines/social-media-guideline.pdf>

Riverton Kindergarten has a closed Facebook group for current Riverton Kindergarten families and relevant DfE employees, and a public Facebook page that can be viewed by anyone.

The Director of Riverton Kindergarten will be the Administrator for both pages.

General Page (<https://www.facebook.com/rivertonkindergarten/>)

Only the Administrator can post on this page.

Only general information about Riverton Kindergarten will be posted on this page.

Closed Group (www.facebook.com/groups/RivertonKindy)

The Administrator at their discretion may approve to become members only;

- Parents/Caregivers of children enrolled at Riverton Kindergarten
 - Staff of Riverton Kindergarten
 - Appropriate DfE employees
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- Any member of this group can post on this page. Posts will be approved by the administrator.
 - No photographs are to be tagged. Any tagging will be removed by the administrator.
 - Photographs that are posted on this page are not to be shared or reposted to any other page.
 - Any member posting anything deemed inappropriate will be banned from the page.

The following guidelines for posting images comes from the DECD Social Media Policy

When posting images of students or using their work the following guidelines apply:

- A consent form must be signed by the parent or guardian prior to taking images of any child/student who is under the age of 18 years.
- Sites must ensure each child shown in the image has a signed consent form. Where a photograph is taken of a group of students (eg. Six students have a signed consent form on record but one has not) the image cannot be used unless consent is obtained for all students.

- Images of students/children on a website must not include any names identifying any of the students/children in the image and care must be taken not to reveal personal information about the subjects.
- Only text identifying the school can be used and/or a description of the activity (eg, students from Somewhere High School) performing at the Come Out festival).
- Only photographs with students in standard school uniform or day clothing are used. Photos of single students and of children and students in swimming attire should be avoided.
- Parents should be aware of the privacy and security concerns of identifying their child online, within the 'acceptable use' conditions. If they still choose to identify their children, then it is their right. In the case where parents disagree do not identify the student/child.