

Salford Methodist Circuit – Website & Social Media Policy

Social networking sites, the internet and email can enhance communication, faith sharing and deepen relationships, but they need to be used with care in a way that reflects our beliefs and values. The following guidelines apply principles of healthy boundaries and safe church to the virtual world of digital networking and communication and are intended to raise awareness of issues.

Our practice is informed by the Methodist Church's Connexional Social Media Policies which contain advice for office holders, parents, children and all church members and can be viewed at:

<https://www.methodist.org.uk/for-ministers-and-office-holders/guidance-for-churches/technology-and-church/social-media-guidelines/>

http://www.methodist.org.uk/downloads/conf_social_media_guidelines_part2_0710.pdf

and the Salford Methodist Circuit Safeguarding Policy.

- 1. Salford Methodist Circuit Website (www.salfordcircuit.org.uk)**
 - i. The website will be used to provide information for those both in the Circuit and those outside, promote events, share news and show something of our faith as Methodists.
 - ii. Anything posted on the website should be in line with the doctrine of the Methodist Church. All attempts should be made to ensure that external websites linked to are appropriate.
 - iii. The Communications Coordinator and at least one other will have access to edit the website.

- 2. Salford Methodist Circuit Facebook Page (www.facebook.com/salfordcircuit)**
 - i. The Circuit Facebook Page will be used to promote public activities organised in the name of the Circuit and the churches, as well as District, Regional and Connexional events. News about recent events in the circuit (e.g. Harvest Celebrations) and the community will be shared.
 - ii. Anything posted on the Facebook page should be in line with the doctrine of the Methodist Church. All attempts should be made to ensure that external websites linked to are appropriate.
 - iii. The Communications Coordinator and Ministers will have access to the Facebook page in order to update details post and reply to comments.

- 3. Salford Methodist Circuit Messy Church Facebook Page ([facebook.com/Messy-Church-162824474664013](https://www.facebook.com/Messy-Church-162824474664013))**
 - i. The Messy Church Facebook Page will be used to promote Messy Churches run by the Circuit, show pictures from recent events and build relationships with families.
 - iv. Anything posted on the Facebook page should be in line with the doctrine of the Methodist Church. All attempts should be made to ensure that external websites linked to are appropriate.
 - ii. The Children & Families Worker and Communications Coordinator, will have access to the Facebook page in order to update details, post and reply to comments.

- 4. Salford Methodist Circuit Twitter Account (twitter.com/SalfordCircuit)**
 - i. The Circuit Twitter Account will be used to promote public activities organised in the name of the Circuit and the churches, as well as District, Regional and Connexional events. News about recent events in the circuit (e.g. Harvest Celebrations) and the community will be shared.
 - ii. Anything posted on the Twitter account should be in line with the doctrine of the Methodist Church. All attempts should be made to ensure that retweets and links to external websites are appropriate.
 - iii. The Communications Coordinator, and at least one will have access to the Twitter account to post tweets and reply to comments

5. Consent for use of Photographs, Video and Audio Recordings

- i. Adults present at Circuit events may be photographed and filmed/recorded, and the pictures or recordings used on the website/Facebook page/printed publicity unless they express a wish for this not to happen. These individuals in photos will not be identified by name without their express permission.
- ii. An annual consent form will be obtained from parents/carers giving/denying permission for children to be photographed, filmed and recorded (Appendix 3). Photographs/recordings of children used on the website/Facebook page will not identify the children by name without gaining further consent of both parent and child.
- iii. Images or recordings of Children (those under 18) will only be used with the consent their parent/guardian. Children must not be identifiable by name in any images/recordings unless further written consent is provided by the child and their parent/guardian.
- iv. A model consent form is attached (Appendix 1).
- v. All consent forms will be held in line with the Privacy Policy agreed by the Circuit Meeting (<https://www.tmcp.org.uk/about/data-protection/managing-trustees-privacy-notice>).

6. Review this Policy

- i. This policy is to be agreed by the Circuit Leadership Team and will be reviewed annually.

Dated

Signed

Date of next review:

Appendix 1 Photography and Filming Consent Form

The Salford Methodist Circuit may wish to use photographs, video or other images of you on its website, social media and printed publications.

The Salford Methodist Circuit will take steps to ensure these images are used solely for the purposes they are intended. If you become aware of photos being used inappropriately you should inform an office holder as soon as possible.

The Salford Methodist Circuit takes the issue of child safety very seriously and believe we have a duty of care. Anyone under the age of 18 will remain unidentifiable, with names and identifying information withheld. The use of images those under the age of 18 will be done in accordance with the Circuit's Safeguarding and Website & Social Media Policy policies (which can be viewed at www.salfordcircuit.org.uk/circuit-admin)

Event		Date	
Consent Information			
I give permission for photos of me to be used: <ul style="list-style-type: none"> <input type="checkbox"/> On the Salford Methodist Circuit Website <input type="checkbox"/> On the Salford Methodist Circuit social media pages <input type="checkbox"/> On other printed publications I give permission for videos of me to be used: <ul style="list-style-type: none"> <input type="checkbox"/> On the Salford Methodist Circuit Website <input type="checkbox"/> On the Salford Methodist Circuit social media pages 			
Signature		Print Name	Date
Parent/Carer Consent – if individual is under the age of 18			
I give permission for photos of my child to be used: <ul style="list-style-type: none"> <input type="checkbox"/> On the Salford Methodist Circuit Website <input type="checkbox"/> On the Salford Methodist Circuit social media pages <input type="checkbox"/> On other printed publications I give permission for videos of my child to be used: <ul style="list-style-type: none"> <input type="checkbox"/> On the Salford Methodist Circuit Website <input type="checkbox"/> On the Salford Methodist Circuit social media pages 			
Signature		Print Name	Date