

## Social Media Policy - Best Practice

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### PURPOSE

This policy provides guidance for employee use of social media, which should be broadly understood for purposes of this policy to include blogs, wikis, microblogs, message boards, chat rooms, electronic newsletters, online forums, social networking sites, and other sites and services that permit users to share information with others in a contemporaneous manner.

This Policy should be read in line with the Social Media Procedures and the MEYM Staff Handbook.

### POLICY STATEMENT

The use of social media at MEYM is to advance and promote the organisation and provide a means of engaging with each other and the broader community in a positive, and supportive way.

MEYM does not tolerate any trolling, undermining, grooming, harassment or bullying with regards to the use of any forms of social media by staff, families or the community.

### SCOPE

This policy applies to the Approved Provider, Nominated Supervisor, Responsible person in charge, ECTs, educators, students and volunteers and parents

### BACKGROUND AND LEGISLATION

#### Background

The requirements of the *Education and Care Service National Regulations 2011* and the *Education and Care Service National Law 2010* dictates the qualifications and numbers of staff required in individual services.

It is critical for MEYM to ensure that the most appropriate and skilled people are employed to work with children and families with all our services.

#### Legislation and standards

Relevant legislation and standards include but are not limited to:

- *Education and Care Service National Law 2010*
- *Education and Care Service National Regulations 2011*
- *Equal Opportunity Act 2010*
- *National Quality Standards – Quality Area 4*

Policy Version

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