



Sale **Methodist** Circuit

Sale 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 Sale Methodist Circuit Safeguarding Policy and the Methodist Church in Britain'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

For the purposes of GDPR compliance, data will be held in relation to the Circuit Privacy Policy and Methodist Church's Data Retention Schedules

<https://www.tmcpc.org.uk/about/data-protection/managing-trustees-privacy-notice>

<https://www.methodist.org.uk/media/4208/retention-schedules-for-retaining-records-0712.xls>

Purpose

The purpose of the Website & Social Media Policy is to ensure that the Sale Circuit's online presence is a true and consistent reflection of the Circuit and local Churches and our calling as followers of Jesus, as well as ensuring that we safeguard children, young people and vulnerable adults who interact with the Circuit and Local Churches on any of the platforms used.

Platforms

1. Sale Methodist Circuit Website (www.salemethodistchurches.org.uk)

- a. The website will be used to provide information for those both in the Circuit and churches and those outside, promote events, share news and show something of our faith as Methodists.
- b. 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.
- c. The Communications Officer, Superintendent Minister and Circuit Administrator will have full administration rights.
- d. Any others given access to the website (such as blog writers) must read and agree with this policy before access is given.

2. Sale Methodist Circuit Facebook Page (www.facebook.com/SaleMethodists)

- a. 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. It will also seek to build community and be 'the salt and light' in the online space.
- b. 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.
- c. The Communications Officer and Ministers will have access to the Facebook page in order to update details post and reply to comments.

3. Local Church Facebook Pages

- a. Facebook Pages for Local Churches and projects will be used to promote public activities organised in the name of the Circuit and the churches, as well as District, Regional and



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Connexional events. News about recent events in the circuit (e.g. Harvest Celebrations) and the community will be shared. It will also seek to build community and be 'the salt and light' in the online space.

- b. 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.
- c. At least two people should have access to the page, ideally one being the Minister.

4. Other Platforms

- a. Should the Sale Methodist Circuit create accounts on any other Social Media platforms, the sections in Paragraph 3 will hold true for those platform.

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

- a. 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.
- b. Images or recordings of Children (those under 18) will only be used with the consent of 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.
- c. Children over the age of 12 **must** also be asked for consent before images or recordings of them are used (as well as their parent/guardian). Children under 12 should be asked to consent if appropriate
- d. A model consent form is attached (Appendix 1).
- e. All consent forms will be held in line with the Privacy Policy agreed by the Circuit Meeting (<https://www.t MCP.org.uk/about/data-protection/managing-trustees-privacy-notice>).

6. Review this Policy

- a. This policy is to be agreed by the Circuit Meeting and will be reviewed annually.

Dated

Signed

Date of next review: May 2020



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Appendix 1

Photography and Filming Consent Form

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

The Sale Methodist Circuit will take steps to ensure their 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 Sale Methodist Circuit takes the issue of child safety very seriously and believes 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 of 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.salemethodistchurches.org.uk/safeguarding)

Event		Date	
Consent Information			
I give permission for photos of me to be used:			
<input type="checkbox"/> On the Sale Methodist Circuit Website and social media pages <input type="checkbox"/> On other printed publications			
I give permission for videos of me to be used:			
<input type="checkbox"/> On the Sale Methodist Circuit Website and 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:			
<input type="checkbox"/> On the Sale Methodist Circuit Website and social media pages <input type="checkbox"/> On other printed publications			
I give permission for videos of my child to be used:			
<input type="checkbox"/> On the Sale Methodist Circuit Website and social media pages			
Signature	Print Name	Date	

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