



Social Media Policy

In addition to a website Port Augusta West Childhood Service Centre has a Facebook page (established 2015) as a way of interacting, building community relationships, and improving communication with the families of the Port Augusta West CSC community.

The Account Administrator of the Port Augusta West CSC Facebook Page will be the Director and this role involves updating the page with relevant information about the kindy, creating links to the Port Augusta West CSC 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 Port Augusta West CSC Facebook Page must meet the following guidelines:

- The logo/image of Port Augusta West Childhood Service Centre is to be used in the Profile picture for user accounts.
- Community members are welcome to share or post on the Port Augusta West CSC Page providing the 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 Port Augusta West CSC 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 Port Augusta West Childhood Service Centre.

Further information on CyberSafety can be found at 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.