



## Social, Digital Media and Online Safety Policy

The purpose of this policy is to provide guidelines for the appropriate use of social, digital media and online safety by Ministers, employees, congregation members and volunteers of Beckenham Methodist Church.

### Policy Guidelines:

Ministers, Employees, congregation members and volunteers are prohibited from using social & digital media to disclose confidential or proprietary information about the Church or its members or 3<sup>rd</sup> parties associated with the Church.

Ministers, employees, congregation members and volunteers are prohibited from engaging in any form of harassment, discrimination, or bullying through social & digital media.

Ministers, employees, congregation members and volunteers are required to disclose their affiliation with the Methodist Church when participating in social & digital media discussions (online forums, social media posts, etc.), and to clearly distinguish their personal opinions from those of the Church.

Ministers, employees, congregation members and volunteers must comply with all applicable laws and regulations related to social & digital media, including data protection and intellectual property laws.

Ministers, employees, congregation members and volunteers are prohibited from posting any content on social & digital media that is defamatory, fraudulent, or in violation of any third party's rights.

Ministers, employees, congregation members and volunteers are prohibited from using social & digital media to impersonate or falsely represent The Methodist Church or any of its members.

Ministers, employees, congregation members and volunteers are responsible for ensuring that the content they post on social & digital media does not negatively affect The Methodist Church's reputation or its relationships with congregation, visitors, volunteers, employees and the wider community.

Ministers, employees, congregation members and volunteers are reminded to beware of scam emails requesting personal information/details.

Beckenham Methodist Church reserves the right to monitor employee social & digital media activity, and to take disciplinary action as necessary in response to any violations of this policy.

Ministers, Employees, congregation members and volunteers are reminded to use kindness and caution in all online interactions.

### Conclusion:

Social & digital media can be a valuable tool to connect and engage with congregation, visitors, volunteers, employees and the wider community, but it also carries potential risks. By following these guidelines, employees, congregation members and volunteers can help to ensure that The Methodist Church's reputation and legal compliance are protected, while also utilising social media to its full potential.

### Review:

This policy will be reviewed annually by the Safeguarding Team.