



# HOME SCHOOL PARTNERSHIP

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## SOCIAL MEDIA GUIDE

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KINDERGARTEN TO YEAR 6

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MOUNT ROGERS PRIMARY SCHOOL

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Alfred Hill Drive MELBA ACT 2615





Mount Rogers  
Primary School

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## PRINCIPAL

Felicity Levett

## DEPUTY PRINCIPAL

Elizabeth Marman

## LEADERSHIP TEAM

Eizabeth Marman - Preschool & Kindergarten

Jodi Stoneman - Years 1 & 2

Charlene Lalor - Years 3 & 4

Sarah Schipilow - Years 5 & 6

## ADMINISTRATION

Jenny McNaught - Business Manager

Anita Cox

Katie Shearer

Bronwyn Stone

## OFFICE HOURS

8:30am to 3:30pm

## CONTACT

T: 6142 2750

E: [info@mtrogers.act.edu.au](mailto:info@mtrogers.act.edu.au)

W: [www.mtrogers.act.edu.au](http://www.mtrogers.act.edu.au)

FB: [www.facebook.com/mountrogersprimary](http://www.facebook.com/mountrogersprimary)

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**LAST UPDATE - November 2019**





### PURPOSE

Mount Rogers Primary School's social media is used to promote our school and increase communication with parents, carers and the broader community. Our social media is a vehicle to celebrate our school achievements. We will continue to utilise our webpage and SkoolBag app to share event dates, reminders, successes and general information.

### MOUNT ROGERS PRIMARY SCHOOL GUIDELINES

Mount Rogers Primary School's use of social media complies with the ACT Government Social Media Policy and cannot endorse any sites referred to by followers in any comments or discussion submissions.

Photos of students can only be published if the correct Education Directorate permission forms have been completed by the student's parent or guardian.

All officers of the ACT Government have professional obligations under section 9 Public Sector Conduct of the *Public Sector Management Act 1994*. Teachers have additional obligations as outlined in the *Teachers' Code of Professional Practice*.

Mount Rogers Primary School's social media is monitored regularly by staff with administrative permissions.



### FOLLOWER GUIDELINES

Social media followers must ensure that all comments posted are appropriate, positive and in the spirit of celebrating our school achievements.

Complaints and feedback to improve school programs and practices should be reported directly to the school, and not on social media - please contact the school office on Ph 6142 2750 or email [info@mtrogers.act.edu.au](mailto:info@mtrogers.act.edu.au).

Inappropriate comments could be anything that is:

- Complaint related
- Off-topic or spam
- Soliciting funds, goods or services, or advertising
- Racially, ethnically or religiously offensive
- Defamatory
- Threatening, harassing or abusive
- Obscene, profane or vulgar
- Illegal or encouraging of criminal acts
- Known to be inaccurate or contains false attribution
- Infringing on copyright, trademark or any other rights of others
- Impersonating anyone else (actual or fictitious)

Please note that any posts deemed inappropriate will be deleted.

Also, please be mindful that posts you make on your own social media account may be seen by others as being connected or associated with the school, particularly if linked to the school's social media accounts.

For privacy and protection, please do not tag photos of children, and please do not name them in your comments, unless the previously mentioned permissions are sought. On rare occasions and with parental permission, students may be named by the school social media administration team. Tagging of parents or friends is permitted with the understanding that all other rules of engagement are followed.





# WORKING TOGETHER WITH YOUR SCHOOL

A Code of Conduct to promote respectful interaction on ACT Education Directorate premises.

**The ACT Education Directorate is committed to respecting human rights and protecting the safety and welfare of all persons in education settings.**

The *Working Together with Your School: Code of Conduct* outlines the responsibilities of community members, staff and students to promote appropriate and positive conduct and to prevent or minimise non-compliant and aggressive behaviours.

All Directorate staff, students, parents, carers and visitors have a right to be treated with courtesy and dignity and to participate in education environments that are safe, secure, supportive and free from bullying, harassment, discrimination and violence.

The ACT Education Directorate will not tolerate purposeful violence on their premises or towards their staff or students.

Under Territory law it is an offence to behave in a disorderly, violent or offensive way on Directorate premises or fail to leave the premises if directed to do so by the principal, a person authorised by the principal or the site manager.

A copy of the *Working Together with Your School: Code of Conduct* is available from schools and the Directorate website: [www.education.act.gov.au](http://www.education.act.gov.au)







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## QUESTIONS?

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