Friends of Indian Queens School (FOS)

Social Media Policy

The Friends of Indian Queens School (FOS) has a Facebook page. Please click on the link to like the page and stay up to date with all FOS news and events. Please make sure to read our Privacy and Social Media Policy before posting on the site.

https://www.facebook.com/foiqs

What is this policy and why do we need it?

This policy covers activity on Friends of Indian Queens School (FOS) Facebook page which will be used as a means of sharing information on FOS events, outcomes and to encourage the school community to become involved in the life of the school.

The Friends of Indian Queens School (FOS) Facebook presence is an open page. This means it can be accessed by any Facebook user without permission being given by the Friends of Indian Queens School (FOS).

The policy exists to ensure that our social media output is as good as it can be and doesn't do anyone any harm.

Who can post to social media

Our social media site is managed by FOS appointed administrators and will post all updates. Members of the broader community are able to react to the information and post comments. They will also be able to message the administrators via private messenger.

How is this monitored?

The social media output of the FOS is monitored daily by the administrators. The FOS reserves the right to delete or withhold any content from going live that does not adhere to our policy (see below). The school also has the power to remove inappropriate content.

What are the responsibilities of people who have access to the organisation's social media tools?

The administrator's role is:

- General upkeep of the FOS social media pages.
- Informing parents of upcoming events and general promotion of the FOS.
- Monitoring content and responding to messages.

Photographs

The Facebook group of the Friends of Indian Queens School (FOS) allows members to post photographs. However, it is explicitly assumed that anyone posting a photograph will own the rights to the image and will have the permission of anyone featured to do so. The Friends of Indian Queens School (FOS) accepts no responsibility regarding ownership or permissions for any photographs posted by members of the group.

Photographs, videos and information posted by FoS trustees (chair, treasurer, secretary), relating to children, will only be shared where appropriate consent has been obtained and in accordance with the school's policies on safeguarding, photography and data protection.

What is inappropriate content?

Inappropriate content is defined as, but not restricted to, the following:

- Criticism of school policy, practices or staff.
- Obscenity, nudity, defamation or hate.
- Comments/posts that threaten to harm individuals, groups or organizations.
- Endorsement or encouragement of illegal activities.
- Multiple off-topic posts or repetitive posts that are copied and pasted.
- Personal information including but not limited to e-mail addresses, telephone numbers, mailing addresses.

The Facebook group of the Friends of Indian Queens School (FOS) does not allow any personal correspondence between members, is not intended for discussing any aspect of the school other than the Friends of Indian Queens School (FOS) and its activities and should not be used to promote any business other than where this is done for the benefit of the Friends of Indian Queens School (FOS) and with its permission.

Inappropriate posts, including any derogatory comment, can and will be removed by the administrators and the Friends of Indian Queens School (FOS) retains the right to ban any user who continues to make inappropriate use of the group

Note: current students will not be permitted to like or comment on the page should they have access to social media.

What are the consequences for breaching this policy?

Failure to comply with this policy could result in the removal of the page.

Please continue to keep up to date with our privacy and social media policy as it may be added to periodically to ensure that it remains a safe and welcoming place for all

users.

Application of this policy

By using the Facebook group of the Friends of Indian Queens School (FOS) you are accepting the terms of this policy. If you do not agree with any of the terms, please remove yourself as a member of the group.

This policy will be reviewed annually by the Friends of Indian Queens School (FOS) committee prior to the AGM.

Date adopted: 16th October 2025