

# NORTH FORK LOCAL SCHOOLS

## Parent Guide to Social Media

Social media of all types can be a good tool for various reasons. However, without proper information, it can be detrimental. Below we have outlined some key items involving expectations of district employees and self-guidance at home for you.

### **STAFF:**

1. Staff should not “Friend” students at any time. The district does have a provision for family and friends for staff members, but staff need to maintain a professional relationship whether at school or on social media.
2. Staff will only communicate with students when it is related to their academic matters or co-curricular/extracurricular events or activities, with prior approval of the principal. It is suggested that if the staff member needs to communicate with students they should send a carbon copy to the parent as well.
3. Professional devices or social media platforms must have language telling you that the social media site is authorized by the North Fork Schools and maintained by a staff member.
4. Employees must treat social media like a classroom and/or a professional workspace.
5. If staff are using personal devices, they must avoid communicating regarding professional matters.
6. Staff will display model character both on and off the worksite. Under all circumstances, employees must comply with Federal and State law and Board policies and administrative guidelines.

If at any time you feel the need to submit a complaint about an employee, you can complete an online form. It is located on our school website (District Home – Parents – Parent Complaint). You may also contact building administrators or the superintendent.

### **HOME:**

1. Educate yourself. Know which applications and sites are out there. In particular, know which ones your child is using. Many social media formats have a recommended age limit.
2. Have access and check their privacy settings. Settings update and change regularly. You will want to ensure their information/profile remains private.
3. Monitor the content they are viewing and what content they are posting and putting out to the world. Talk about the positive and negative consequences that can follow.
4. Check that their password is strong and not easily guessed.
5. Stranger danger. On social media platforms, people from all over can friend request or follow each other. Talk to them about receiving follows or requests from people they do not know.
6. Keep an open dialogue and talk about boundaries. Open and honest communication is best.