

Social Media and Internet Use Policy

Introduction

The internet and social media have many benefits for evangelisation and communication both within and outside of CACS, however they must be utilised with responsibility and prudence.

CACS Website

All content on the CACS website remains the responsibility of the CACS Director, therefore if administrative rights have been delegated to a third party, a protocol must be agreed upon.

Personal Websites and Social Media Use

All CACS friars, lay ministers and SDFP students' personal websites and social media profiles must be lawful, abiding at all times to the guidance set out in this policy and the "Caring Safely for Others" document of the Bishops of England and Wales (See Appendix H) and the document "Integrity In Ministry", issued by the Conference of Religious of England and Wales.

Additionally, any online content must be in-line with the responsibility of the position of trust beholden on all ordained ministers.

It is the policy of CACS that:

- All friars, lay or religious within the CACS community must monitor their own social media accounts to ensure any inappropriate content posted by a third party is removed. Anything potentially illegal or of concern should be referred to the safeguarding team.
- Individuals' home addresses must never be posted online.
- All reasonable efforts are made to ensure that the internet or social media is not used for the viewing or transmission of inappropriate images.

- Any possession, distribution or manufacturing of indecent images of children will be immediately reported to the police and the CACS safeguarding team.

Including Children and Young People in Online Content

When using social media or posting online on any website/forum, it is the policy of CACS that:

- The taking of and/or posting/display of photographs of children must only occur with the written consent of parents/carers.
- Children should not be identified by their full name in photographs and all must be mindful of the “Jigsaw” effect about children’s identity. This is the method for identifying a piece of information from two or more different (often unrelated) sources where the information’s release was not intentional.
- When using “live streaming” services, it is critical that agreed procedures are followed about permissions and notifications, in particular parental permission if any child’s face may be visible.

Individuals at Risk of Harm

Any online posts or comments that indicate an individual is at risk or harm must be reported immediately to the safeguarding team. If it is believed this risk is immediate, this must be reported immediately to the police, then subsequently to the safeguarding team.

Policy prepared by the CACS Safeguarding Team.