



Social Media Use Policy

Policy Statement

The purpose of this policy is to make clear the boundaries ascertaining to our use of social media. Our aims are to provide information regarding all aspects of Rotherfield St Martins' news, work, events and fundraising campaigns using social media (which currently includes the platforms Facebook, X and Instagram and WhatsApp groups) we will do this only via RSM's own Social Media Accounts. However, we appreciate that Staff and Trustees may have their own personal accounts, and ask that they do not post anything that would adversely affect Rotherfield St Martin and to carefully consider their own personal postings and how they may reflect on Rotherfield St Martin for example #terrible day at work

Our commitments:

To promote Rotherfield St Martin in a positive light.

To ensure the online safety of Staff, Trustees, Volunteers and Members.

We will only post photographs of people with their permission (members give written permission on their membership forms).

We will not tag photographs or written posts with names without permission.

We cannot be held responsible for derogatory comments on our posts/group chats, however if they come to our attention, we will delete the post or turn off comments. For Facebook, in the main, we will post on Rotherfield St Martin, Rotherfield/Mark Cross and Surrounding Areas & Parish Pals. We will also follow other organisations as part of a working relationship. We will from time-to-time monitor who is following RSM and if we deem them not appropriate due to their beliefs and activities, we will disengage ourselves.

Online harassment of any kind will be considered a disciplinary offence. Harassment may involve derogatory and discriminatory remarks. Staff, trustees or volunteers or anyone connected with the charity could be liable for dismissal for gross misconduct and any trustee or volunteer found to have breached this policy will be asked to resign their position.

This policy was written/reviewed by	Staff Fiona Wilson
Adopted by	Trustees and Staff

Date	8 Jan 2021 – VC
Last Reviewed	6th April 23 – SJ 12 Aug 25 – VC 25 th February 2026
Next Review date	February 2027