



Wingbats Social Media Policy

Wingbats recognises that many staff enjoy networking with friends and family via social media. However, we have to balance this against our duty to maintain the confidentiality of children and parents attending Wingbats, as well as ensuring that our good reputation is upheld. Staff must remember that they are ambassadors for our club both within and outside of working hours and are expected to conduct themselves accordingly when using social media sites.

This policy covers (but is not limited to) social media platforms such as:

- X (previously known as Twitter)
- Facebook
- YouTube
- Tumblr
- Instagram
- TikTok
- Personal blogs and websites
- Comments on third party blogs or websites
- Online forums

Social media rules

When using social media sites, staff must not:

- Post or discuss anything that could damage the Club's reputation
- Post anything that could offend other members of staff, parents or children's using our Club.
- Publish any photographs or materials that could identify the children or our Club
- Accept invitations from parents to connect via social media (e.g friend requests of Facebook) unless they already know the parent in a privacy capacity
- Discuss with parents any issues relating to their child or our Club. Instead invite them to raise the issue when they are next at the Club, or to contact the Manager if the matter is more urgent.

Any member of staff who posts content of comments that breach confidentiality or which could harm the reputation of the Club or other staff members, or who publishes photographs of the setting or children, will face disciplinary action in line with our **Staff Disciplinary policy**.

Related Policies

See also: **Mobile Phone & Wearable Technology Policy, Data Protection Policy, Staff Disciplinary Policy, Safeguarding Policy**



This policy was adopted by: Wingbats	Date: February 2026
To be reviewed: February 2027	Signed: Zena Barclay-White