

Early Years Assessment Centre
Eastmoor Road
Eastmoor
WF1 3SQ

Forest Wood Centre
Painthorpe Lane
Crigglistone
WF4 3HW

**Pinderfields
Hospital PRU**
01924 298351

Hospital tuition
Children's Ward
Pinderfields Hospital
Wakefield WF1 4DG
01924 541947

Limes Centre
Long Causeway
Stanley
WF3 4JB

Spinney Centre
Common Road
South Kirkby
WF9 3EA

Thornes Centre
Lawfield Lane
Wakefield
WF2 8ST



Woodlands Centre
College Grove
Castleford
WF10 5NS

Wrenthorpe Centre
Imperial Avenue
Wrenthorpe
WF2 0LW

Social Media Policy 2025-26

Chair of Management Committee
Signed

MISSION STATEMENT

At Pinderfields Hospital PRU we will:

- Encourage honesty, respect and trust
- Exercise discipline and self-control
- Feel safe, secure and happy in the school environment
- Develop our confidence and self-image to allow us to achieve our potential
- Ensure everyone is important and valued
- Promote healthy lifestyles
- Encourage understanding and acceptance of individual needs
- Offer continued support for a smooth transition to the next provision



OFSTED 2023 Overall Judgment =
GOOD
Leadership & Management =
Outstanding
Behaviour & Safety of Pupils =

SCHOOL SOCIAL MEDIA ACCOUNTS

- **X (Formally Twitter)** - set up to provide parents with information and share images of the school day, enabling us to communicate more effectively.
- **Facebook** - used to post general information that is appropriate for public viewing.
- **Facebook Groups** – used by Woodlands, Thornes, Forest Wood, EYAC and the Wrenthorpe Centre to communicate with parents, sharing images and information. These groups are private and only available to current parents/carers of pupils within the setting.
- **YouTube** – used to publish media content. This account has the ability to post both privately and publicly.

ACCESS TO SCHOOL SOCIAL MEDIA ACCOUNTS

- The Online Safety Lead, Headteacher, Assistant Headteachers and Teachers in Charge and Parent Support Workers have admin access to school social networking private accounts on school owned devices.
- The Online Safety Lead, Headteacher, Assistant Headteachers have admin access to school social networking public accounts on school owned devices.
- Other staff and students have viewing only access.

CONTENT OF SCHOOL SOCIAL MEDIA ACCOUNTS

- Content on all platforms will be monitored regularly by the Online Safety Lead, Headteacher and Assistant Headteacher.
- Posts on our social media accounts will not include names of staff, children or their families, unless specific permissions are in place.
- Posts within the private Facebook groups may contain names due to the closed nature of the group and how members are approved.
- All pictures must be checked for permissions before publishing, even if the child/staff member is simply in the background of the image.
- Posts must be professionally written with the reputation of the school in mind at all times. Posts or messages will be removed if they are deemed to contradict any of the above. Members will then be removed from groups and staff members will face formal action.

ACCESS TO CONTENT ON SCHOOL ACCOUNTS

- X - all content on the school account is public. This means it can be viewed by anyone.
- Facebook - all content on the school page is public. This means it can be viewed by anyone.
- Facebook Groups - Only members of the groups can view the content. People requesting to join the group must be verified as a parent/guardian of a child currently on role. Any specific parental restrictions for that child should be checked by the TIC prior to admission being granted. Once members of the closed group, parents are able, and should be encouraged to, share images and posts in the group. Permissions must be in place for the PRU to post images within the groups. Use of images that have been uploaded by parents outside of the group require extra permissions in place. Each year a new group will be created for each site, this stops past/present parents seeing past/present images. Once a child leaves the school, it is the TIC's responsibility to remove their parents from the group immediately.

ACCEPTABLE USE POLICY

- Staff - All of the content in this policy is summarised and included in the staff, volunteer and Management Committee AUP. This works in conjunction with Wakefield Council's Social Media Policy for School Employee's which can be found on the Traded Services Portal.

CHILD IMAGE CONSENT

- Consent is gained from parents for all pupils in the Pupil Induction Pack. This consent must be in place and checked before any content is published. Permissions can be checked on the individual pupil profiles within Schoolpod.

COMPLAINTS PROCEDURE

- If a Parent or Carer has any concerns or complaints with regard to social media, an appointment can be made by them to speak to the Headteacher, Assistant Headteacher or Online Safety Lead, who will investigate the complaint and if necessary advice on formal procedures for complaint.

BREACHES OF POLICY

- Any breaches of policy not already detailed above will be dealt with by the Headteacher accordingly.

REVIEWING THIS POLICY

This policy will be reviewed annually by the Online Safety Lead. It will then be shared with the Head and sent to the Management Committee for ratification. Once it has been ratified, a copy will be given to all staff and made publicly available