



Social Networking and Staff Confidentiality

Policy statement

Wickham Montessori works with children and families and deals with confidential information. Any information about children or families is not to be discussed with anyone outside of the school premises. This is in person, or on any social networking site.

Procedures

- No member of staff is allowed to discuss information about another member of staff, child or child's family or any aspect of the day to day running of Wickham Montessori School off the premises.
- Matters relating to any aspect of Wickham Montessori School must not be discussed on Social Networking sites.
- Professional status must be adhered to at all times and staff are not permitted to have parents as friends on any social networking sites.
- Failure to adhere to this policy will result in disciplinary action or termination of employment, as this is regarded as gross misconduct.