

Social Media Policy

Social networks are for people to socialise. Employees personal life must be kept separate from your nursery work life. This policy includes exchanging telephone numbers with parents and also includes apps/platforms such as whatsapp, TikTok etc.. Also refer to the online safety section in the safeguarding policy.

- Employees at Little Learners Day Care are not to have any parents/carers past or present on any of their social networks.
- All employees are required to set all their profiles to private so that not just anyone can have access to their personal life and information.
- No employee of Little Learners Day Care is to discuss directly or indirectly any child, staff member or discuss anything that happens within the nursery or the nursery itself, this includes if someone has bothered you, or if you have had a 'bad' day etc.... As this is breaching our confidentiality and child protection policies and will lead to disciplinary procedures and may end in instant dismissal.
- Any employees found to have parents/carers on their social networks will result in a disciplinary action happening.
- Employees may on occasions babysit for parents/carers which is where you exchange telephone numbers and therefore do not need to be added to any social network also please see the babysitting policy. When talking or texting it must only be about babysitting and not anything on a personal level.
- Whilst employed at Little Learners you are employed to care for each child and remain professional. It is not professional to add parents/carers from the nursery to your social networks.
- You should not be involved (seen in, imitating, or sharing) in obscene or offensive videos such as Tiktok, swearing and using foul language especially if your account is not set to private, and can be seen by anyone.
- If parents see unprofessional behaviour on a social network from employees at Little Learners it is difficult to retain a professional status whilst you are looking after their children, parents should uphold respect for the staff that are in charge of their children.
- Employees must not use any social networks to "bully" or write unfriendly comments on other employees, past or present social networking pages.
- If employees leave Little Learners and are no longer employed by Little Learners and then add parents, this is still breaking our policies and procedures so could result in the information being forwarded to your next employer.

This social network policy was reviewed and updated January 2025
Next review January 2026

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