



A great place to grow!

Viking Learning Academy (VLA) Social Media Policy

Social media refers to the use of sites such as Facebook, Twitter, Snapchat, Instagram, etc. While social media is a powerful tool for advertising and communicating, it is important to pay careful attention to how and what we share over the internet in order to ensure we respect and protect the privacy of children, staff, families and anyone associated with the Viking Learning Academy (VLA) at all times.

For Staff

In order to ensure the privacy of staff, families and most importantly the children, staff (including full time staff, graduate assistants, interns and student workers) should **NEVER** share VLA student photos, videos or information on their personal social media platforms. Staff should also never text photos or videos of VLA students to anyone other than the students parents/guardian.

When you send images to parents guardians or post photos in parent groups they may want to share those photos on their social media. If there are other children in the photo you need to remember (and remind parents) that not all parents want their child's image shared across social media.

If you take photos and videos on a personal device and post them on the VLA Facebook parent group, you must delete those photos from your personal device immediately after posting to the VLA Facebook parent group.

For Families

It is your choice if you want photos of your child to be included in any posts on the VLA Facebook parent group or in marketing materials. You may want to consider what types of photos you want your child to appear in for example, it may be ok for group photos but not individual photos. You can communicate your wishes to a VLA staff member.

ACKNOWLEDGEMENT

I have read, understand and agree to the Missouri Valley College Viking Learning Academy Social Media Policy.

VLA Student Name: _____ Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

OR

Staff Name: _____ Staff Signature: _____

Date: _____