

# Polk Presbyterian Church

## Social Media Use Policy

### Revision 1.0

July 2024



# Social Media Use Policy

This policy is for all staff, minister members, and volunteers of Polk Presbyterian Church, its events and gatherings, and in any interaction with youth or vulnerable adults using electronic church access (equipment or programs) and includes private communication where access or fellowship is gained through church affiliation or program. All Social Media is a communications tool. For purposes of this policy, it includes all electronic forms of social media and communication including but not limited to texting, chat, posting on websites or other social media apps, or other electronic communication.

**Acceptable Use**—Users will use courteous speech and communicate in a manner consistent with moral and social norms (no swearing, vulgarity, or impolite speech). Communication is meant to build fellowship, convey needed information, and bring glory to God.

**Unacceptable Use** - Unacceptable use is defined as anything that interferes with the approved use of information resources. The following represent some of the inappropriate uses that may occur but is not exhaustive. Offenses may result in disciplinary and/or legal action. The following are prohibited:

- Comments that are, or could be construed by any observer, to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. Spreading of rumors (whether the information is true or not) or making remarks to put down or attack is also prohibited.
- Sexually oriented conversations or discussions about sexual activities.
- Using the network for commercial advertising or to lobby for votes.
- Using the network for any illegal activity, including using copyrighted material without authorization.
- Accessing or storing a file that contains pornographic pictures.
- Using the network to send/receive messages that are racist, sexist, violent, hateful, inflammatory, immoral or obscene in either public or private messages.
- Creating a computer virus and/or knowingly placing one on the network
- Using the network to send/receive a message with someone else's name or identification or in any way insinuating falsely the source or content of information. This includes using or accessing an account owned by another user without authorization.
- Using the network to request or provide identifying information or addresses without authorization.
- Posting anonymous messages or posting personal communications without the author's consent.

## **Additional Safeguards with Children and Youth**

- No adult volunteer, minister member, or staff member should initiate a request to “friend” or otherwise “follow” a youth. If a request is made, the youth’s parents shall be informed and permission gained before accepting.

- Private messages between unrelated adults and children or youth are prohibited. All communication on social media should be done only if parents are sent a copy of the communication and/or have full access to the youth's communication
- No pictures or names will be posted electronically without parental consent and in the case of youth, the youth's consent as well.

**All volunteers and staff shall follow Polk Presbyterian's social media policies.**