

PARENT

TECHNOLOGY/SOCIAL MEDIA POLICY:

Methods of communication used by staff to parents are:

√ E-mail, √ Text messages, √ Center Website, & √ Class Dojo

- Posting of photographs or videos of children, other than your own, is prohibited**, but not limited to photographs or videos of children obtained through handheld devices, computers, video monitoring systems, child care monitoring apps, or any other electronic device or transmission.
- Any breaches of the center's Policy on the Use of Technology and Social Media identified must be promptly reported to the Director.
- Posting of photographs or videos of children with written permission from the parent to do so on file is permitted (sharing, posting, and commenting).
- Maintain professional boundaries in the use of electronic media. Social Networking/Media parent/staff relationships are limited to center sites and approved devices only.
- Staff/parent communication is limited to center sites only.
- Posting of live feeds obtained through handheld devices including children with written permission from the parent to do so on file is prohibited.
- Vulgar or abusive language, disparaging remarks and/or references of a disparaging manner, personal attacks of any kind, or offensive terms targeting individuals or groups is prohibited.
- Posts that may reveal the center's current, off-site location are prohibited.
- Information that the center may communicate electronically to parents are :
 - ◆ Illness/Accidents/Injuries
 - ◆ Requests for Records/Supplies
 - ◆ Behavioral Concerns
 - ◆ Child's Daily Updates
 - ◆ Emergency Closures
 - ◆ Photographs
 - ◆ Unusual Incidents
 - ◆ Community Information

Trinity Child Care Center encourages all parents to keep in mind the speed and manner in which information posted on a webpage, and/or social networking site is received and often misunderstood by readers. Parents must use their best judgement. Parents with any questions should review the guidelines above and arrange to speak with center director.