



Social Media Policy

Revised 11/2022

Please note The Presbyterian Church Nursery School ("PCNS") 's social media policy as follows:

PCNS maintains a web page at <http://www.pcnsmorristown.org>. This web site may include photos of families in our program with written approval from the families (via acknowledgement below on this form). Any depictions of children on the PCNS website or a PCNS Instagram or Facebook page, must be approved by the Director of the Nursery School. A child's name will *never* be used with any promotional print material nor with anything posted on our website.

- PCNS and its sponsor, The Presbyterian Church of Morristown, may have Facebook and Instagram pages. The school may post photographic items on this Facebook page after receiving approval from parent(s) of child(ren) in photo.
- PCNS does NOT have a Snap Chat or Twitter account. PCNS may develop those accounts if necessary for the maximum business function of the school.
- Staff members of PCNS may share photos of classes with members of the class via email, our school app (Brightwheel) or school website or the like.
 - Staff members will not post any photos of children in classes on any of their *personal* social media outlets.
- PCNS Families approve the use of photos or videos used here at PCNS each year with yearly application documentation and will *not* post any photos of any children other than their own.

By signing below, I acknowledge receipt of the PCSN Social Media Policy and approve:

- *Use of photos of your child, with out names, on the PCNS website and school materials (Instagram, facebook, videos, flyers, brochures, etc.).*
- *Parents will not post photos of children other than their own on any social media.*
- *Photos of my child can be circulated with members of his or her class/school (i.e. emailing class photos to parents of the class and via Brightwheel)*

Name: _____
(please print)

Signature: _____

Role: _____ (i.e. parent/staff)

Date: _____