

# Social Media Policy

When using **ALL** forms of Social Media, please adhere to the *CFBS Social Media Policy*.

- All recording devices (visual and audio) including but not limited to Mobile phones/Smart phones/iPads/Tablets/Pagers- must have their volume/notification ring tones/sounds switched to mute or turned off during class.
- Students may not photograph/video/record audio in classes without the teacher's permission.
- Where permission has been given to record a class/routine for rehearsal purposes, use of that recording has been authorised for that purpose only and **UNDER NO CIRCUMSTANCES** must it be posted on social networking media of any kind.
- All choreography for eisteddfod Solos, Performance Group dances, annual performances etc., taught by CFBS staff and guest teachers, remains the property of CFBS. It may not be used without permission from the director. This includes posting any video footage to Social Media.
- During *Parent Viewing Class*, NO still or video photography is to be taken.
- Under **NO** circumstances are any photos or video footage to be taken in change rooms, **EVER**.
- Children are **NOT** to be photographed in costume before an event. These photos may be shared after the event has taken place.
- Students/Parents are not authorised to contact CFBS staff via Social Media regarding CFBS matters. All communication needs to be facilitated through Lisa Bridgford.
- Please think twice before posting any dance related items, bearing in mind the following statement. **"Treat all students/parents/teachers/staff, as I like to be treated."** Do not bully, spread malicious gossip or isolate others.
- CFBS does not tolerate any bullying/harassment of any kind including slander on Social Media.
- Do not post any material that will bring CFBS into disrepute.
- When posting matters involving CFBS, do not post any material that is offensive. Abusive, discriminatory, intimidating or offensive statements will not be tolerated.

VERY IMPORTANT NOTE: The recording and airing/sharing/posting/distribution of teachers' routines, is a serious breach of copyright and may result in offenders being asked to withdraw from CFBS and in some circumstances, legal action may be considered.