



# Montgomeryshire Beekeeping Association

## Social Media Policy & Consent Form

### Purpose of this policy

This policy sets out how members, volunteers, committee leads, and youth participants should use social media when representing or engaging with the association. It protects our reputation, supports positive community engagement, and ensures the safety and wellbeing of vulnerable people involved in our activities.

### Scope

This policy applies to:

- All official association social media accounts
- Any personal accounts used to discuss, reference, or represent the association
- All members, volunteers, trustees, youth participants, and parents/carers
- All platforms including Facebook, Instagram, TikTok, X/Twitter, WhatsApp groups, YouTube, and community forums

### Principles for Responsible Use

- Be respectful and inclusive.
- Protect privacy.
- Stay factual and accurate.
- Avoid conflict.
- Represent the association positively.

### Official Association Accounts

- Only people authorised by the committee may post, edit, or manage official accounts.
- All posts involving vulnerable people require prior written consent from a parent/carers.
- Images must show children in appropriate clothing, engaged in safe, supervised activities.
- No tagging of minors on social media
- No publishing of names of people under 18 years of age alongside images
- Group photos preferred where possible
- Images will be stored in accordance with our Data Protection Policy

- Event photos should focus on activities, not individuals, unless consent is explicitly granted, group photos preferred where possible

Any safeguarding concerns observed online must be reported immediately to the Safeguarding Lead.

## **Personal Use by Members and Volunteers**

Members must:

- Avoid posting internal association matters, disputes, or confidential information.
- Not speak on behalf of the association unless authorized by the committee
- Not post images of other members or children without consent.
- Maintain a positive, respectful tone at all times when discussing beekeeping practices or other organisations.
- Retain any completed Photography Consent forms (Secretary)

## **Safeguarding Children and Young People Online**

- Ensure all youth-related content is appropriate, educational, and safe.
- Never contact children directly via personal accounts.
- Children may not manage or post on official accounts.
- Monitor comments on posts featuring youth activities.
- Report any concerning online behaviour to the Safeguarding Lead.
- WhatsApp or messaging groups must include only adults and parents/carers.

## **WhatsApp, Messenger, and Group Chats**

- Groups must be approved by the committee.
- Groups must include at least two committee members as admins.
- No child or young person may be added to any group chat.
- Group chats must not be used for gossip or sensitive information.
- Safeguarding concerns must be escalated immediately.

## **Photography and Consent**

- Written consent must be obtained before taking or sharing photos of children.
- Parents/carers may withdraw consent at any time in writing and their images will be removed where possible and not used in future publications.
- Children without consent must not appear in backgrounds.
- Images must never be edited inappropriately.
- Moderators may hide or delete inappropriate comments.
- Repeat offenders may be blocked.
- Misinformation should be corrected promptly and politely.

## Reporting and Responding to Concerns

Members must report:

- Inappropriate comments or messages involving children
- Online bullying or harassment
- Posts that could damage the association's reputation
- Any breach of this policy

## Consequences of Policy Breaches

Breaches may result in:

- Removal of posts or images
- Loss of admin privileges
- Formal warnings
- Suspension or termination of membership
- Referral to safeguarding authorities

Review

This policy will be reviewed every three years or sooner if guidance changes.

| Committee Review Forum | Committee Approval |
|------------------------|--------------------|
|                        |                    |
| Date:                  | Date:              |

## Photo and Media Consent Form (Parent/Carer)

I, \_\_\_\_\_  
\_\_\_\_\_, parent/carers of

| Child/Children's Names |
|------------------------|
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give permission for the Montgomery Beekeeping Association(MBKA) to take photographs and videos of myself and my child/children during activities and to use these images and videos on the following MBKA platforms:

- Website
- Social media
- Printed materials
- Internal newsletters

I understand I may withdraw consent at any time and will provide this request in writing to the association. Any future printed material will not contain withdrawn images but I understand that any printed material that has already been circulated cannot be withdrawn.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_