

H&S and Social Media

A CAUTION:

Online identities and actions are visible to the public. Users may intend to share solely within their own network but in theory anyone can access the users' posts, tweets, photos and other information.

Additional OFHSA Resources for Reference

- H&S and the CASL
- H&S Associations and E-mail
- H&S Webpages
- Personal Information
- OFHSA Electronic Voting Guidelines

Available from the H&S Communications Binder/USB and on the OFHSA website.

Contact OFHSA

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Social Media is defined as: *websites and applications that enable users to create and share content or to participate in social networking.*

Some better known examples include: *Facebook, Twitter, YouTube, Instagram.*

Before Setting up an Account

H&S Associations and H&S Councils use social media platforms as versatile communication tools. There must be precautions taken when setting up online Home and School identities: some are legal, some are governed by the policies of OFHSA, and some deal more with courtesy and responsible digital citizenship. Guidelines help maintain a respectful, knowledgeable interaction with people on the Internet. They also protect the privacy, confidentiality, and interests of the members and the organization.

Administering an Account

- Each site or application should have a minimum of two administrators. It is preferable that the administrators be the President and Vice-President or alternatively, two executive members. If that is not possible, the executive should appoint two member administrators and communicate with them regularly.
- It is advisable, and practical, that at least one administrator has a working knowledge of the site or app. Accounts should be monitored at least twice a week for content and relevance, and administrators must have the ability to remove content deemed unacceptable or offensive.
- H&S Associations, H&S Councils or the Federation retain the right to disable/delete any social media account at any time.

Considerations & Principles to Observe

1. All postings must support the aims and objectives of OFHSA.
2. All postings must be in keeping with OFHSA bylaws and policies.
3. All postings should reflect the activities and needs of the H&S Association, H&S Council or the Federation.
4. All postings must not include identifying information about any individual, without their consent.
5. All postings/photos involving children must not include any identifying information; consent must also be obtained from parents/guardians.
6. All sites and apps are the face of H&S, not personal platforms for administrators or members who post content.
7. All social media should be open for the public to view/join for transparency.

