

Social Media and Online Guidelines

1/21/2013

Personal web sites, blogs and social media are important methods of community interaction in today's world. Leesburg Open Arms respects the rights of all individuals to use social media and invites families and friends to visit our Facebook Community on a regular basis. However, because the safety of children is always our number one priority, we ask that you follow our Social Media and Online Guidelines:

- *Communicate in a manner that honors Christ and demonstrates His love and appreciation for others.*

John 15-12: "This is my commandment, that you love one another as I have loved you."

- Uphold Leesburg Open Arm's value of respect for all individuals and avoid making negative or hurtful statements about our employees, members, and others.
- Do not disclose any information that is either confidential or proprietary to Leesburg Open Arms. Examples of confidential information include an employee or child's health condition, medical information, personal or family concerns/issues, or any problems you may become aware of during the course of your work. Requests for prayer should be made public only if you have express permission from all those affected by the information you release.
- **At no time whatsoever, should a child's name (first or last) be referenced, posted, tagged and/or noted on Facebook. It is paramount that children are anonymous at all times.**
- Employees and families of Leesburg are expected to demonstrate good judgment and discretion at all times when sharing information from our Facebook page.
- While we do not edit posts of others, we do reserve the right to remove duplicate, irrelevant, inappropriate or offensive comments. Political statements and/or endorsements are not allowed.
- If you have questions, complaints, concerns or ideas, please speak to the Director in person, send communications via the message feature (located in left sidebar) or call us directly. We want to ensure that the Facebook page is being utilized for posting positive, fun, inspirational, family-friendly news, and educationally-based information.

Comments and links posted by individuals reflect personal opinions and may not necessarily reflect the beliefs and practices of or be endorsed by Leesburg Open Arms.