Date Reviewed: October 2023 Reviewed by: Lauren Davis & Claire Hunter Next Review Date: October 2024 basilpaterson edinburgh

Social Media Policy

At Basil Paterson, we encourage learners to use social media in a positive way; to connect with others in English, engage with the world around them and develop their language skills. When used appropriately, social media can be an excellent learning tool.

We ask our students to follow the guidelines below when using social media:

- Ask permission before taking or posting photos or videos of Basil Paterson students and staff.
- During class time, use social media for study purposes only.
- Follow the Basil Paterson behaviour policy when interacting with others on social media. Treat others the way you would wish to be treated.
- Do not use the Basil Paterson or Edinburgh School of English logo, name, photos
 or intellectual property (documents created by Basil Paterson or Edinburgh School
 of English) when creating independent groups or sites without obtaining permission
 from the school.
- Please be careful with privacy settings and personal profile content.
- Do not send friend requests to Basil Paterson staff through social media. They will not be able to accept your friend request.
- Report any concerns about social media use to the Student Experience and Welfare Manager.