

Social Media Policy

1. Policy Statement

This policy provides guidance for the responsible use of social media by individuals representing or engaging with NAMSS. It aims to protect the reputation of NAMSS, support constructive dialogue and promote professional online conduct.

2. Scope

This policy applies to all NAMSS Executive Trustees, members and individuals posting on behalf of NAMSS or engaging with NAMSS on social media platforms such as but not limited to LinkedIn and Facebook including jiscmail, chat forums or similar as operated by NAMSS.

3. Guidelines for Use

- Always represent NAMSS in a respectful, professional and inclusive manner
- Do not share confidential or sensitive information without authorisation
- Take care when engaging in discussions in a personal capacity to distinguish clearly that you are not speaking on behalf of NAMSS
- Avoid posting content that could be considered discriminatory, defamatory or offensive
- Credit sources when sharing third party content and respect copyright laws

4. Misuse and Consequences

NAMSS reserves the right to monitor and moderate its official social media and other digital channels. Inappropriate content may be removed and users may be blocked or reported if necessary.

5. Reporting Concerns

Concerns about misuse or inappropriate behaviour on NAMSS affiliated social media should be reported via email or the 'Contact Us' form on our website.

Email: reporting@namss.ac.uk

Website: <https://www.namss.ac.uk/contact-us/>

6. Monitoring and Review

This policy will be reviewed every 3 years or following any serious incident that indicates a need for changes.

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| Last Reviewed: July 2025 | Next Review Due: July 2028 |
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