



## Student Social Media Guidelines 2021-22

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### 1. Definition of social media

- 1.1 For the purpose of these guidelines; social media is defined as a type of interactive online media that allows parties to communicate instantly with each other or to share data in a public forum. This includes online social forums such as Twitter, Facebook, and LinkedIn. Social media also covers blogs, podcasts and video and media sharing websites such as Instagram, YouTube, and Flickr.
- 1.2 Students should be aware that there are many more examples of social media than can be listed here and this is a constantly changing arena. Students should follow these guidelines in relation to any social media that they use.

### 2. Purpose

- 2.1 The purpose of these guidelines is to support students to develop an online social media presence that is ethical and legal while taking full advantage of the benefits of using social media technologies when communicating with fellow students, staff and the public.

### 3. Scope

- 3.1 The scope of this guidelines is inclusive of all students who engage in interactive online media for communication and information sharing. This includes if content is text, images, video, audio, or links to other sources.
- 3.2 It is the responsibility of each student to adhere to these guidelines. Where inappropriate use of social media may constitute an offence under criminal law, referral will be made to the appropriate authorities. In addition, students in breach of these guidelines students could find themselves in breach of the following college policies.

Student Equality, Diversity and Dignity Policy  
Student Anti-bullying and Harassment Policy  
Student Sexual Misconduct Policy  
Student Disciplinary Policy



#### **4. IT Acceptable Usage Policy Use of social media at NMITE**

- 4.1 NMITE encourages you to make reasonable and appropriate use of social media as part of their studies. Students have responsibility for their personal use of social media and where this may impact on their peers, members of staff, the reputation of NMITE and the wider community. When using social media; students should use the same safeguards as they would with any other form of communication.
- 4.2 Students may also have access to NMITE social media sites. All social media accounts run on behalf of NMITE are set up by the Digital Team so that NMITE maintains a log of the social media accounts they operate.
- 4.3 Students should be aware that that everything they post online will be public and permanent, regardless of the privacy settings applied. In addition social media content may easily become available to the public, including NMITE staff and the media, and that inappropriate use could result in criminal or internal disciplinary proceedings, damage to reputation and future career prospects

#### **5. Guidelines**

- 5.1 Students should respect the dignity and privacy of others and should always consider how their online behaviour may affect other people. #BeKind
- 5.2 Students must not do anything that could be considered discriminatory against, or the bullying or harassment of any individual, for example by:
  - i. making offensive or derogatory comments relating to sex, gender reassignment, race (including nationality), disability, sexual orientation, religion or belief or age
  - ii. using social media to bully, harass or intimidate another individual such as students, staff, or members of the public
  - iii. posting images that are discriminatory or offensive (or links to such content).
  - iv. to disseminate misleading information or share confidential or sensitive information
  - v. to view or distribute sexually explicit or offensive content
  - vi. to share information that could create a security risk for NMITE, its staff or students
- 5.3 The above examples are by no means exhaustive and misuse or inappropriate use of social media may require a disciplinary investigation which could incur a disciplinary sanction.
- 5.4 Through social media platforms, students must not engage in misconduct or behaviour which brings or may bring NMITE into disrepute.



5.5 When participating in a social media site as part of their studies or as a member of NMITE, students should conduct themselves in a professional manner that fully adheres to these guidelines and related policies.