

Social Media Policy for Arrupe Jesuit High School

The purpose of the Arrupe Jesuit Social Media Policy is to create a healthy environment with professional and appropriate boundaries regarding the use of social media. In order to engage in meaningful, fun, and inclusive dialog among our students, families, alumni, CWSP partners and benefactors, Arrupe Jesuit maintains the following social media accounts:

- **Website** www.arrupejesuit.com
- **Facebook** "Arrupe Jesuit High School"
- **Linked In** "Arrupe Jesuit High School"
- **Instagram** @arrupejesuit

As a school, Arrupe Jesuit established guidelines for staff to promote professional and responsible use of social media among adults and with students. We encourage our CWSP partners to review and use similar approaches to social media engagement with Arrupe Jesuit students.

1. Remember: our students, however mature or professional they appear, are still minors. As caring adults, it is our responsibility to model thoughtfulness, good judgement and appropriate boundaries in all relationships, including social media.
2. To promote respectful discussion on social media, we request that your language be uplifting, courteous and productive. Remember, a social media audience can extend well beyond your immediate "friends" or "followers."
3. **If your organization would like to post about an Arrupe student or our program on a company webpage, staff newsletter, or other social media outlet, please contact your CWSP representative to ensure compliance with guidelines** (i.e., that students have "media release forms" signed by a parent/guardian).
4. NEVER post names or photos of students to personal social media accounts at any time.
5. Staff at Arrupe Jesuit are asked not to be "friends" with alumni on social media for five years after their graduation with the exception of **Linked In** due to its professional nature. CWSP requests that supervisors follow similar protocol. While it may be tempting to accept a student's invitation to subscribe to their Youtube channel, for example, we ask that this situation be avoided. Interaction on social media blurs the lines between professional and personal boundaries; our students need to learn that they have the right and the need to separate spaces.
6. Any public comments or postings (ex. on Yelp) about AJHS will be monitored to ensure appropriate subject matter.
7. To add a post to AJHS social media, or to connect your organization to AJHS social media outlets, please contact Mary Barrett (mbarrett@arrupemail.org), Philanthropy Manager
 - a. Include all content
 - b. Include the names of any students pictured in your post (for confirming student waiver on file)
 - c. Include documented permission to share any external content/links
 - d. AJHS reserves the right to review all content/posts before they are posted and to edit if appropriate

Thank you for your ongoing support of Arrupe Jesuit High School and for the wonderful experiences and relationships you provide for our students. We appreciate your desire to partner with us in the formation of young men and women who are called to be leaders and people for others. Please don't hesitate to reach out to CWSP if you have any questions or concerns about these guidelines.