

St James' Potomac's Community Guidelines for Facebook



As our presence on social media increases, we'd like to remind everyone of St James' Community Guidelines for Facebook. These guidelines should be considered in all communications.

St. James' is pleased to provide online forums for sharing and interacting with others. The viewpoints and opinions expressed there are those of the individuals themselves, and may not reflect St. James' or the Episcopal Church's policies or positions.

We encourage and welcome your comments and participation. In order to create a community that is lively and welcoming, we ask community members to abide by the following simple guidelines.

- **Respect.** Everyone deserves respect whether you agree with them or not. It's okay to disagree with others but cutting down or insulting individuals will not be tolerated. Comments will be removed that are deemed hurtful and offensive (even if unintentional), or that use obscenities, personal insults, ethnic slurs or other disparaging or antagonizing language.
- **Privacy.** Comments on social media sites are visible to the general public. Protect your privacy and don't give out personal information such as email addresses, telephone numbers or street addresses. Doing so may make you susceptible to spam and unauthorized communication. Similarly, **do not post contact information for other church members or tag them in posts or photos without their express permission**, and exercise caution before posting personal notes (prayer requests, or birthday or anniversary wishes, for example) on a public page.
- **Responsibility.** Content that you post on any of St. James' community sites is your own. We strive to maintain a safe and sensible place to have discussions, but we are not responsible in any way for the content of the posts, or any actions you may take as a result of the posts. We do, however, reserve the right to reject or remove posts that violate our community guidelines, at our sole discretion and without prior notice.
- **Focus.** Conversations can stray, sometimes to really interesting places, but we ask that you stay on topic. Off-topic posts may become issues for future discussions, but in the meantime may be moved or deleted without notice if we believe they're interfering with the current discussion.
- **Accountability.** In order to manage our community effectively and maintain the integrity of these guidelines, St. James' requires that community members agree to be contacted when necessary by community managers/Facebook page administrators. On Facebook, you may not block admins from using the Facebook message interface to contact you. Blocking page administrators is prohibited and doing so may result in your being removed from the Facebook community.
- **Prohibited:** Community participants may not post messages that are threatening, abusive, harassing, intimidating, libelous, defamatory, obscene, vulgar, pornographic, profane, indecent, illegal or unlawful. Spam is not allowed; we define spam as posting the same message over and over or posts related to commercial promotion. St. James' Episcopal Church reserves the right to report unlawful behavior and vandalism of our communities to your Internet service provider or to law enforcement. In addition, we retain sole discretion to reject posts, delete existing posts, or block users from further participation at any time and without prior notice.