Users of official District social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act.

Avoid connecting directly to students via texting, friending, or following on social media. (BP 5138)

Online platforms shall not be used by District employees to transmit confidential information about students, employees, or district operations.

Don’t post photos or videos of fellow employees without their permission (E.C. 51512).

Do not use Orange Unified logos without authorization.

Do not speak on behalf of the District.

Review Board Policies 1113, 1114, 1325, & 5138.

YOU are responsible for what you post, share, and respond to online. Maintain a respectful, courteous, and professional presence.

Use your OUSD email for professional matters only.

Use a personal email address for personal matters and accounts, which should be TOTALLY and COMPLETELY SEPARATE from your professional accounts/logins.

Personal statements, opinions, and political beliefs are your own and should be clearly stated as such as a private citizen.

Use a different password for each account you have and change your password at least once a year.

Monitor your account for any suspicious activity or inappropriate posts.
If the posting pertains to a District or school level issue with a potential to create a mass concern, contact the Educational Services Department or Superintendent's Office prior to responding.

714-628-4466 | 714-628-4487

**USEFUL RESOURCES**

- [https://www.connectsafely.org/](https://www.connectsafely.org/)
- [https://www.staysafeonline.org/](https://www.staysafeonline.org/)
- [https://internetsafety101.org/](https://internetsafety101.org/)
- [https://www.commonsensemedia.org/](https://www.commonsensemedia.org/)

**CONNECT WITH US**

- @OrangeUnifiedCA
- @OrangeUnifiedSchoolDistrictCA
- @orangeusd
- @OrangeUnifiedCA