



BITE BACK 2030 Being Safe Online Policy

Social media is a wonderful tool to help communicate and mobilise people. It can give power to people without a voice, and connect people who share the same struggles across different places and communities.

Bite Back 2030 uses the power of social media to put forward its mission, as well as engage with different people and audiences.

As much as social media enables Bite Back 2030 to be heard in its mission and message, it is important to know how to keep oneself safe while using social media.

This is in regards to:

- Using social media to promote Bite Back 2030
- Representing Bite Back 2030
- Knowing what you post and being comfortable with it
- Know how to respond to live feedback and how to report if necessary

Please ensure you have read this document before sharing anything associated with Bite Back 2030.

Purpose

The purpose of this document is to protect people, particularly children and young adults from any harm or abuse they can encounter online through their participation and involvement with Bite Back 2030.

Scope

This document serves all permanent and temporary employees, youth board members, as well as any other personnel associated or involved with Bite Back's 2030 mission, programmes and activities.

General guidelines

Here are a few things to remember when using social media:

Whatever you say online can be made public

Should you choose to use your personal accounts to promote your work with Bite Back 2030, your privacy settings won't necessarily stop other people sharing your posts (either deliberately or accidentally).

Be the best person you can online

Be courteous and respectful of other people and their views.

Think before you share

Never disclose non-public and confidential information about yourself, or Bite Back 2030.

Give credit where credit is due

Please respect copyright and trademark regulations. When using someone else's content, please give them a mention and seek their approval before using their content.



If in doubt... Don't post or comment. Ask us!

If you have any questions relating to data protection please contact the P&D team Hannah Martin on Hannah.Martin@jamieoliver.com

Reporting

If you have been a victim of any online harm, abuse or malpractice, or you witnessed and would thus like to disclose any dishonest or harmful content that you have been exposed to and or been part of, please follow the points outlined below.

- Make sure to immediately record/note any evidence witnessed in terms of URLs, websites, names, posts etc. you are concerned about
- Collect all your evidence and any other supporting details (e.g take a screenshot)
- Do not attempt to directly get involved in any online activity that is bogus or inappropriate
- Do not attempt to respond to inappropriate comments. It could make you vulnerable and prone to further attacks.

On Instagram, you can block a user by following these steps:

- Go to the **user's** profile that you want to **block**.
- Tap the three horizontal dots located in the upper-right corner of your screen.
- Select '**Block**' in the pop-out menu that appears.

On Twitter, you can block users to prevent them from following you and their @replies and mentions will not show up on your timeline. Here's Twitter's guide on how to block users: <https://support.twitter.com/articles/117063-blocking-users-on-twitter#>

You can also report any concerns directly to Facebook. Here is Facebook's guide on how to report content: <https://www.facebook.com/help/181495968648557/>

Following the actions you can take on your behalf to protect yourself and your activity, make sure to immediately report to a Bite Back 2030 staff member.

If you are part of the Youth Board please report to Sara Zarkovic at sara.zarkovic@biteback2030.com

If you are a permanent or temporary staff member or personnel associated with Bite Back 2030, please report to your line manager. If you feel uncomfortable to do so, or if certain online activity implicates your line manager, please contact Zoe Kelland at zoe.kelland@biteback2030.com

Youth Board and Social Media Communication on Behalf of Bite Back 2030

Bite Back 2030 is responsible to do everything possible to ensure our Youth Board is kept safe from online harm. If you come across any offensive, inappropriate or harmful comments directed towards you or another member of the Youth Board, you should report it to your line manager as soon as possible.

Our Youth Board will be using the Bite Back 2030 organisational accounts to communicate via email or social media. We will never ask our Youth Board to use their personal



accounts. We know some of you have public accounts that you use for your activism and promotion of personal projects. Use of your accounts to promote your activity with Bite Back 2030 is completely voluntary.

If you do not want to use your personal accounts, the team can set up an account that is affiliated directly with Bite Back 2030. We can even help monitor these. Please email Sara Zarkovic at sara.zarkovic@biteback2030.com, if you would like an account set up for any of the following channels:

- Instagram
- Facebook
- Twitter

Bite Back 2030 will make sure to ask consent from our Youth Board if they want to be featured on Bite Back 2030 channels and/or participate in content opportunities. Participation is totally voluntary.

If you feel you have been subjected to cyberbullying, offensive or inappropriate comments, or if you just want to ask any questions about your use of social media with Bite Back 2030, please contact:

Designated Bite Back 2030 Staying Safe Online Lead:

Name: Zoe Kelland

Email: zoe.kelland@biteback2030.com

Youth Board Lead:

Name: Sara Zarkovic

Email: sara.zarkovic@biteback2030.com

Phone: 07966033076