

# Code of conduct - students

To ensure everyone's experience on our platform is positive and safe, we ask you to agree to follow this code of conduct. Anyone not adhering to this code of conduct will be removed from the platform.

## Platform purpose

The Future First alumni platform is a space where you can discover more about the range of pathways taken by former students of your school or college. You'll also be able to access useful information relating to future pathways, careers and more, plus relevant opportunities and digital resources.

### **Behaviour**

You should:

- Comply with the law at all times
- Treat all other platform users with respect
- Use appropriate language that doesn't offend or discriminate

#### You should not:

- Arrange to meet up with any users off site
- Share your personal details such as email address, home address, contact telephone numbers
- Share social media accounts

## Confidentiality

You will have an anonymous profile on the platform.

You should:

 Protect your privacy in public forums. Do not share anything you wouldn't normally share publically, and keep all personal and school contact details confidential e.g. your name, email address and phone number

You should not:

• Try and contact other platform users off platform

#### Communication on the platform

You will only be able to post on public pages on the platform.

You should:

• Keep all communication on the platform



- Report any safeguarding concern or complaint to Future First's Safeguarding Lead Naomi Barker, <u>naomi.barker@futurefirst.org.uk</u>, +44 (0) 20 7239 8933 as set out in our <u>safeguarding</u> <u>guidance</u>
- Report any sensitive information or inappropriate behaviour by another platform user to Future First's Safeguarding Lead Naomi Barker, <u>naomi.barker@futurefirst.org.uk</u>, +44 (0) 20 7239 8933 as set out in our <u>safeguarding guidance</u>
- Seek advice from Future First using the contact button below if you are in doubt about sharing information which another user has shared, or which has been requested of you

### You should not:

- Ask anyone for personal contact details (e.g. full name, email address, phone number or social media details)
- Pass on your own personal information to another platform user
- Make offensive or derogatory remarks