

## How to use an existing Social Media group for a new NHW scheme.

1. Contact members of the group to get approval [for joining NHW](#).
2. Nominate an administrator(s) to become the NHW coordinator ([and deputies](#)).
3. Obtain simple vetting through NHW for that person(s).
4. Register with Hampshire Alert and set up scheme on the system (ENWA can help with this).
5. Start forwarding relevant information on your social media.



## How to set up a Social Media Group for a NHW scheme.

1. Contact scheme members to ask if they would like to use whichever social media group you propose (e.g. Facebook, Twitter, WhatsApp) for communications. (Some members may not wish to do this so you [may](#) have to be willing to still send some members emails/printed updates).
2. Consider [if you need to get](#) members to send you their [permission](#) to share their details with other members of the group. ([With](#) WhatsApp for example all members can see each other's contact phone number.)
3. If members agree set some guidelines on its use for example:
  - a. Be polite
  - b. Avoid swearing, even if you replace letters with symbols
  - c. Think about your audience and the types of posts they will be interested in reading
  - d. Do not use any hate speech
  - e. Do not use any bullying language
  - f. Do not post any demeaning comments
  - g. Use clear language
  - h. Recognise traditions and celebrations across cultures such as Christmas and Ramadan
  - i. Use humour wisely.

- j. Be kind and respectful of other's views, even if you disagree with them.
- k. Remain politically neutral in representing Neighbourhood Watch.
- l. Keep things interesting by sharing relevant news articles and crime prevention campaigns
- m. Use our [NHW](#) logo for your profile picture to let followers know you are a registered group
- n. Be wary of sharing CCTV images – there are strict rules around this
- o. Share partners posts such as Police, and other crime prevention organisations
- p. Do not advertise businesses self-promotions or spam

[Note: Additional guidance on using social media is available on the Our Watch website - see <https://www.ourwatch.org.uk/support/running-your-group/using-social-media>]

- 4. Get the group going!