Calvary Baptist Church Web Site Policy

Mission

The mission of the Calvary Baptist Church (CBC) Web Site is to be a resource for our church members, people seeking a church home, and the community at large. Our goal is to provide easy access to information on the ministries the church has to offer and to provide the resources, encouragement and insight people will need to build a loving and life-long relationship with God.

Calvary Baptist Church established the web site to assist in communication and sharing of information within the congregation, and as a means for evangelism. It is important to note that the web site is representative of our church and a reflection on us as stewards of God's Word.

Leadership

A Web Administrator will be nominated by the church's Nominating Committee. The Web Administrator role is to oversee all aspects of the CBC web site. A Web Ministry Team may be appointed by the Administrator and will act as the "steward" of the web site on behalf of the whole church. The Web Ministry Team is comprised of individuals desiring to serve and may include a staff liaison. The team will be directed by the Web Administrator.

The Web Ministry Team will:
- Design the basic appearance of the web site and pages.
- Teach staff to update specific pages as necessary.
- Publicize the web site to the congregation.
- Coordinate special projects/web pages that will make the web site useful and interesting, such as a church history, interviews, etc.
- Request and administer needed software and/or other tools needed to enhance and maintain the web site.

The Web Ministry Team reserves the right to alter or remove any page on the web site without notifying the ministry or current page maintainer. Generally, this refers to pages which violate this policy.

Maintenance Plan

The web site will be designed and maintained by a limited number of individuals through secured access. Access will be granted by the Web Administrator.

Pages will be kept up-to-date. Outdated information will be removed as it expires and new information should be posted promptly.

Design

The web site will:
- Be designed in such a way as to make it friendly, welcoming, and easy to navigate
- Support and be readable by commonly used browsers (Internet Explorer, Firefox, Safari)
- Meet required accessibility standards

Safety

The web has the potential to have the most widespread outreach of any ministry. In order to respect the privacy of individuals:
- Personal contact information (email addresses, phone numbers, addresses, etc.) will not be posted on the web site without that person's explicit permission.
- Published images to the church website will never include **names** of adults or children (first or last) or any other personal information unless written permission is obtained prior to use.
- If a person wishes to opt-out of having their photo published on the church website, they complete a copy of the **opt-out form** and return it to the church office or Web Administrator.

General

1. The official Web site of Calvary Baptist Church is at http://www.calvarybcmtairy.org

2. CBC reserves the right to restrict, at any time, access to any portions of the web site that are deemed to be of a sensitive nature, by means of passwords or other means.

3. Church members or others claiming an affiliation with Calvary Baptist Church and who are using the name of the Church may not post (such as church information, photos, names, etc.) to any other website without the permission and oversight of the Web Administrator.

4. Certain contents and usage of the web may be inconsistent with the church's intent and considered inappropriate. Such uses include but are not necessarily limited to the following:
   a. Activities that are illegal or fraudulent.
   b. Commercial solicitation or advertising of any commercial services.
   c. Activities that violate members' privacy. (This includes posting on the web site home addresses and telephone numbers, or the names of children, except where permission has been granted.)
   d. Harassment.

5. Calvary Baptist Church is not responsible for the content of other web sites linked through www.calvarybcmtairy.org.

6. Any other web site or page maintained by a member, or others claiming an affiliation with Calvary Baptist Church, or using its name in a way that is likely to convey such an affiliation, must display on the index or introductory page the following statement.

"This is not the official web site of Calvary Baptist Church, Mt. Airy, NC. Calvary Baptist Church is not responsible and will not be held liable for the content, representations, or any claims arising out of the materials contained on this web site."

7. The congregation may prescribe rules and ethical guidelines within which any web sites representing Calvary Baptist church shall be required to conform. Failure to conform to these rules and guidelines can result in withdrawal of permission to use the name "Calvary Baptist Church" in connection with that web site.

8. The Church reserves the right to modify this policy at any time with or without advance notice.

Questions about the web policy can be directed to the Web Administrator by e-mail:
   webmaster@ calvarybcmtairy.org

or by mailing your questions to:
   Web Administrator
   Calvary Baptist Church
   314 South Franklin Road
   Mount Airy, NC 27030

Approved by the Congregation on March 21, 2010