



## **Golders Green Synagogue Email List Policy July 2019**

The GGS Email list is a valuable service that was set up many years ago to facilitate Shul communications. It has grown substantially over the years and now has nearly 500 users. All users must abide by these basic rules of engagement.

- The primary purpose of the list is to facilitate communication between members of the community relating to services and events, as well as to share good news and notify the community of bereavements and arrangements for funerals, shivas and stone settings
- The list may also be used to seek recommendations for local tradespeople and service providers, and to advertise items for giveaway/sale
- The list must not be used to share any of the following:
  - Personal opinions or joke emails regarding politics, religion or culture
  - Adverts for events or establishments that may compete directly with GGS or may not be kosher/shabbat compliant
  - Adverts or promotion of commercial services and businesses – these can be advertised in the GGS Journal
  - Requests for charity sponsorship outside of Shul-related fundraising
  - Comments on any aspect of GGS services, security or communal provision, whether positive or negative. These should be shared with GGS staff, executive or project leads and, where appropriate, they will be shared with the community
  - Emails that are in any way disrespectful, argumentative or rude
- The reply-all function must not be used under any circumstances

Above all, please remember that the Shul list is not a social network, and sending an email to the list is the same as addressing an email to 500 individuals – all emails must therefore adhere to these guidelines. Obviously there may be occasional lapses that are made in error, but the Executive reserves the right to remove individuals from the list for failure to comply with the guidelines.

Going forward, the list will be considered a perk of membership, which means only GGS members will be added. We do not plan to remove existing users from the list, as we recognise that it is used by former members to stay in touch with the community.

Requests for admission to the list should be directed to the Shul office ([office@ggshul.org.uk](mailto:office@ggshul.org.uk)) and queries about guidelines should go to Joel Clark ([joel@joelsclark.com](mailto:joel@joelsclark.com)).