



# City of Sanctuary UK

## City of Sanctuary UK Group Website Agreement

Welcome to the City of Sanctuary network and the website. Network group members are allocated a flexible website within the overall City of Sanctuary network and City of Sanctuary UK multisite domain. This comes with the following services and responsibilities.

### Website Services for City of Sanctuary group users provided by City of Sanctuary UK

1. Group Website domain (groupname.cityofsanctuary.org) will be part of the multisite domain (cityofsanctuary.org)
2. Administrator access to administer and upload content for the group website
3. Training and support to manage and develop your website.
4. Facility to promote group news posts on the front page of City of Sanctuary UK website
5. Design, development and maintenance of the overall structure of the website including adequate security protection and data backup services.
6. Support to develop Gravity forms to capture pledges and support
7. Support to link your website to your social media
8. Advice, guidance and policies regarding [copyright](#), [data protection](#) and [privacy](#) issues

All the above services are provided for free to network group members.

### City of Sanctuary Group Website users will be responsible for

1. Maintenance of the content of their websites including keeping them updated
2. Compliance with the City of Sanctuary UK policies on [copyright and use of images](#) (Any fines that occur as a result of not following the policy will be the responsibility of the group)
3. Ensuring that all content reflects our values and principles and does not bring the network into disrepute
4. Ensuring up-to-date contact details are provided to City of Sanctuary UK for at least one named individual responsible for the group website
5. Reporting at the earliest opportunity any concerns or issues directly to the Website Support Officer – [nawal@cityofsanctuary.org](mailto:nawal@cityofsanctuary.org)

City of Sanctuary UK reserves the right to withdraw website services for a serious breach of responsibilities. City of Sanctuary UK cannot be held liable for any losses incurred by groups arising from the unlikely event of any security or technical breaches.