



ABPA WhatsApp Policy

As you may be aware, WhatsApp groups have been set up for the parents/carers in each year group. These are intended as forums to ask questions about immediate issues and for class representatives to remind parents of events and activities.

The aim is that the groups share ideas, aid communication amongst parents and foster a sense of community as well as deflects unnecessary questions away from the teachers, to allow them to concentrate on teaching our children! Now that these groups are up-and-running it feels appropriate to publish some polite rules and etiquette that will be common across the school groups.

Points to note:

- The group is run by parents for parents. It should not replace or substitute communication by or with school for relevant matters.
- The posts in the group chat are opinions of the individuals, not the group as a whole and not that of the school.
- The group is intended for the parents and carers of children in the specific year group only.

Please DO use the chat for:

- Immediate questions about school business e.g. what date homework is due in.
- Reminders about school and ABPA events e.g. meeting times, bake sale dates, donations for school fair
- Lost property notices
- Sharing and swapping relevant stuff e.g. spare uniform, costumes for dressing up days, etc
- Relevant community notices e.g. family events in the local area that may be of interest
- Sharing information about school that may be useful to others e.g. if you join for school lunch one Friday you may want to share the experience with others or your child's experience at after school clubs to help others decide if it is right for them

Please DO NOT use the chat for:

- General casual chats - we are really pleased that there is a lively, friendly parent community at school, but as there are so many people in the groups, a little banter can soon escalate to a huge amount of messages. Then important messages get lost, which

makes the group ineffective and daunting to the more infrequent users. We ask you to consider carefully what you post and how it comes across to others.

- School notices on behalf of school - whilst the forum can be used to remind people of school events and business it should not be used as a replacement for school communication, on behalf of the teachers or the office for example. If a teacher wishes to communicate something to all parents in a class or year group, school should communicate that via the formal channels. As a quarter of parents and carers are not represented on this group, information will not be distributed as intended.
- Posting private information about your child e.g. medical records, school report, etc

Etiquette

- There will be ABPA moderators reviewing the posts. Rude or inappropriate posts will not be tolerated. The ABPA moderators will be direct messaging anyone who uses the forum inappropriately and offenders may be removed from the group.
- Don't ask unnecessary questions that may be answered on the newsletter or school website or in the school handbook. Please do check these sources first.
- Don't answer a question unless you really do know the answer, guesses just confuse, and no-one needs to know if you also don't know the answer!
- If you need to privately message anyone in the group, remember that you can view the group members by tapping the group name and scrolling down. It would be helpful if all members had a meaningful name and photo on their WhatsApp profile to aid identification.

We hope that all parents and carers who are not yet part of it will decide to join their child's year group WhatsApp group. For it to be truly successful it should span the entire parent community. Give it a try if you like – you can always change your mind if it is not for you!