



WhatsApp Group Guidelines for Parents and Carers

WhatsApp groups can be a very useful way for parents and carers to share information and support one another regarding their child's class.

Whilst these are independent groups and are not monitored by the school, we encourage all content shared to be positive, helpful and respectful. To support this, we have put together the following guidelines:

Purpose

- Share information about school and class events, activities, reminders, important dates and deadlines.
- Share information relating to home learning.
- Ask questions about lost property or uniform.
- Share birthday party invitations, meet-ups and social gatherings that are inclusive of everyone.
- Offer other helpful support and information relevant to the class community.

Keep It Relevant

- Keep conversations focused on class-related matters.
- If your query involves one individual or a small group, consider messaging separately.
- Avoid unrelated forwards, chain messages, memes or advertisements.
- Before asking a question, check previous messages first, as key information may have already been shared or pinned by a group member.

Be Respectful

- Be kind, respectful and considerate at all times.
- Be mindful of language or views that others may find inappropriate or disrespectful.
- Do not use insults, bullying, harassment or personal attacks.
- Avoid arguments, gossip or criticism of children, parents/carers, staff or the school.
- Remember that written messages can sometimes be misunderstood, so keep your tone friendly and your messages clear.

School Concerns and Complaints

Please do not use the group to raise complaints or sensitive concerns about:

- Individual children
- Other parents/carers
- Teachers or school staff
- For personal, confidential or school-related concerns, please contact the class teacher(s) or the school directly.

Privacy

- Do not share photos or videos of children without permission from their parent or carer. Where possible, consider sharing these directly rather than in the group.
- Avoid sharing personal information such as addresses, phone numbers, bank details or medical information.
- If you are collecting money as a group contribution for an event, a safe way to do this is by using **Collectiv** (collectiv.com).
- Please respect everyone's privacy at all times.

Remember

WhatsApp groups are here to help create a supportive, inclusive and positive community for parents and carers.

These guidelines have been created by the Parent Council. If you would like to contact the Parent Council regarding any of the above points, or if you have a general query or an item you would like raised, please email:

his_parentcouncil@his.porticoacademytrust.co.uk

Thank you for your continued support.

Parent Council