



Warden Park Primary Academy

Reach for the Stars

Friday 16th September 2016

Dear Parents and Carers,

I would like to take this opportunity to remind you about appropriate use of social media, especially Facebook, with regards to school. Social media can be an excellent way of communicating within the school community. However, there have been a number of occasions in recent weeks whereby parents/carers have used social media irresponsibly and have made comments about the school and its staff which have been misguided, unwarranted and sometimes offensive.

Although it may seem the quickest and easiest way, you are reminded that social networking should **not** be used for expressing frustrations or concerns about the school and those associated with it. If you have any issues with the school, please contact the Headteacher or appropriate member of staff who will discuss your concerns with you. You are also entitled to make a formal complaint under the school's published complaints policy, a copy of which can be found on the school's website or is available from the main school office.

The School considers the following examples to be **inappropriate** uses of social networking sites (this list is intended to provide examples only):

- Naming children or posting any comments about children who attend WPPA.
- Making allegations about staff or anyone else connected with the school.
- Posting comments that may cause emotional or reputational harm to the school or to any member of school staff.

If the school considers that social networking has been used inappropriately, the following procedures will apply:

- As a first step, parents will be contacted by the school to try to resolve the matter.
- A request will be made to remove the material from the relevant website.
- If appropriate, the police may be contacted and legal advice taken.

We pride ourselves on doing the best by your children and being very open to communication. However, all members of our school community have the right to be treated with respect and the school has a duty of care to ensure the health and wellbeing of staff. The school also takes its reputation seriously and is entitled to take action to address any defamatory comments. As you may be aware defamation is actionable under the law.

If you have a concern, please speak to class teachers, Senior Members of staff or to the Headteacher directly.

Yours sincerely,
Mr S Davis

Headteacher



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