

Social Media Policy

Friends of Shavington Primary School

Purpose

This policy outlines how **Friends of Shavington Primary School** uses social media to support its activities and communicate with members. It applies to all members and is publicly available for reference.

Platforms we use

Friends of Shavington Primary School currently uses the following platforms:

- Facebook – <https://www.facebook.com/ShavingtonPrimaryPSA>
- Whatsapp – **Communities chats**

Access & visibility

Our social media accounts have the following access levels:

- **Facebook group:** This is a public group. Parents, carers and community members can follow the page. Comments on individual posts can be limited.
- **Whatsapp group:** This is a *closed group*. Membership must be approved by our group administrator and is restricted to FOSPS members. Only approved users can view and post content. To request access, email fosps@shavingtonprimary.co.uk

Who can join

- The Whatsapp group is intended for members of the FOSPS – specifically, parents or guardians of pupils at **Shavington Primary** and school staff
- The Facebook group is intended to advertise and share information about school events with parents, carers and community.
- Children under 13 are *not* permitted to join
- PTA pupils may be granted access *if aged appropriately* and with committee approval

How we use social media

Our association uses social media to:

- Share PTA news and updates
- Promote upcoming events
- Recruit volunteers
- Celebrate community support
- Gather feedback from members

It is **not** to be used for private conversations or unrelated topics.

Inappropriate use

These model policies do not constitute legal advice or attempt to cover all situations that your association may require. We recommend that you use these model policies as a starting point to develop policies that cover your precise needs and situation. These policies are based upon our best interpretation of current guidance that has been provided by a range of sources. We will endeavour to update these policies regularly with any relevant changes.

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The following uses of **Friends of Shavington Primary School** social media platforms are prohibited:

- Personal messaging between members
- Discussing non-PTA school matters
- Promoting personal business (unless approved by the committee for PTA benefit)
- Posting inappropriate, offensive or defamatory content

Violations may result in post removal or member exclusion, in line with committee review and our constitution.

Posting photographs

Members *may* post photos in line with these expectations:

- You must own the rights or have permission from those featured
- The PTA is *not responsible* for ensuring permissions

Please be respectful and thoughtful when sharing media.

Acceptance & agreement

By participating in our social media channels, you accept this policy in full. If you disagree with any terms, we kindly ask you to refrain from using or exit the group.

Availability

This policy is:

- Published on the school website
- Pinned or referenced in the relevant social media platforms information

Policy review

This policy will be reviewed annually by the **Friends of Shavington Primary School** committee to ensure it continues to support both the organisation and its volunteers effectively.

Signatures

Approved and adopted by the committee of **Friends of Shavington Primary School**:

Name: Sara Randle

Position: Vice Chair

Signature:  Randle

Date: 2/2/26

Name: Hayley Peel

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Position: Secretary

Signature: H Peel

Date: 2/2/26

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