



## **Wallace Fields Junior School**

**Dorling Drive, Ewell, Epsom, Surrey KT17 3BH**  
**Tel: 020 8393 0350**

**Headteacher: Mr S J Lee B Ed (Hons) MA NPQH**  
**Deputy Head: Mrs A Y Day B A (Hons) PGCE NPQH**

**E-mail: [office1@wallacefields-jun.surrey.sch.uk](mailto:office1@wallacefields-jun.surrey.sch.uk)**  
**Website: [www.wallacefields-jun.surrey.sch.uk](http://www.wallacefields-jun.surrey.sch.uk)**  
**Twitter(X): <https://twitter.com/wallacefieldsjs>**

### **Expectations for use of Social Media Groups (e.g. WhatsApp)**

Many of you are members of Year Group based social media groups (e.g. WhatsApp) that connect parents/carers in a particular class. Year group posts are a useful way of sharing information, receiving updates and reminders about school events. Therefore, it is good to establish protocol around the use of these groups, if they are for the purpose of sharing school information and messages.

#### **Wallace Field Junior School's expectations are as follow:**

School Year Group social media groups set up by the class' parents, with the sole intention of getting messages and important information across to members quickly and efficiently should follow these expectations:

- Only parents/carers of children within the class may post a message on the group
- The Year Group must never be used to voice grievances or drive a personal agenda
- Year Group users must never breach confidentiality, defame or make threats
- For the safeguarding of our children, Wallace Fields Junior School does not give permission for any photos taken at events to be uploaded to the internet, or used on Facebook, or any other social networking sites. Photos/videos must remain for personal use only. Any photos/videos uploaded to the Year Group based social media groups must and should be removed

It is highly likely that at some point, someone in the group may post something that does not follow the rules above. In order to try and prevent any miscommunications, and the time needed to address these afterwards, we have established the following expectations:

- All Year Group posts must demonstrate respect for all members of our school community - including children, parents, staff, governors and wider community members
- All queries or concerns about another child, class, teacher and/or school leadership must be directed towards the school; it is an expectation that if this occurs nobody else in the group

**Brilliance, Equality, Learning for all, Inspirational, Enthusiasm, Vision. Every pupil matters**



will respond except to remind the person posting that this is not the purpose for which the Year Group is intended

- Negative statements about people, our school or community are never appropriate; nor are the inclusion of any child's name other than your own.

Please report any inappropriate or defamatory remarks made about the school or staff to the headteacher immediately.

**Please always remember**, in the wrong hands, anything you write on social media could be copied and 'reposted' outside, beyond, the class group. Within a few minutes, what you have shared could be made available openly to many more people than you ever intended – including the member/s of the wider school community that the post may have been referring to.

**Please keep safe by always considering unintended consequences such as including bullying/trolling. Please respect our WFJS community.**

**We are more than happy to help with any concerns by direct contact.**

**We find it more hurtful and harmful to hear about comments made indirectly and ask you to respect our staff at all times - even in adversity.**

**Thank you for your understanding.**

**Brilliance, Equality, Learning for all, Inspirational, Enthusiasm, Vision. Every pupil matters**

