

UNITED SCHOOLS FEDERATION

St. Michael's C. of E. Nursery & Primary School **St. Catherine's C. of E. VA Nursery & Primary School**
St. Mary's C. of E. VA Primary School **Marldon C. of E. VA Primary School** **Ipplepen Primary School**



Dear Parents and Carers,

23rd July 2018

The Governing Body has asked me to write to you about the use of Facebook/social media.

We appreciate that social media is a very useful way of sharing information.

The federation runs and administers a Facebook page for each school. These were set up to share useful information with you about day-to-day school activities and celebrate the work of the school. These accounts are administered by the school and are the only Facebook pages supported and promoted by the schools and USF Governing Body. These accounts can be accessed through the school's website. We do not administer any other groups including those set up by the PTA or 'Friends of the School'.

We are aware of other 'unofficial' Facebook pages/social media groups that have been set up using the school's name. We are also aware that in some cases these are being misused.

We would ask the following:

- **Please make use of our school Facebook Pages/Blogs to get information about your child's school. If these need to be developed further please let us know.**
- **If you have a concern/complaint that relates to your child please come and talk to your child's teacher who will help resolve this. Should they not be able to resolve the problem we have a Complaints Policy that will be followed.**
- **We want to ensure that parents access the official school group, which is managed by the school. If you do set up a group we would rather you didn't use the school name. If however you do incorporate the school name you need to make it clear that the account is unofficial and not endorsed by the school.**
- **Individuals are responsible for the comments they post even in a closed group. If you receive comments that you feel are malicious or abusive we would suggest that you take a screen shot of these as evidence and contact the police for further advice (dial 101, <https://www.devon-cornwall.police.uk>).**
- **The following website provides helpful information about the misuse of social media and the groups you can contact for help.**
<https://www.devon-cornwall.police.uk/contact/ask-ned>

Your help and support with this is very much appreciated.

Kind regards.

Martin Harding
Executive Head

Executive Headteacher: *Mr. Martin Harding* **Chair of Governors:** *Mrs Elizabeth Thompson*
Heads of School: *Mrs Karen West, Mr. Marcus West, Mr. Jonathan Arnold, Mr. Adrian Clements & Mrs Amanda Lacey*