



WhatsApp Guidelines for Parents

Since May 2018, the minimum age for using WhatsApp is 16 years old if you live in the European Union, including the UK. Prior to this, the minimum age was 13, which still applies for the rest of the world.

Parent Class WhatsApp groups are intended as a convenient way to share important school information to parents quickly and efficiently and for parents to communicate easily with each other regarding class matters, eg. homework.

DO use the groups for:

- Immediate questions about school day to day activities eg. what date homework is due in.
- Reminders about school events eg. dates and times of PFC, gardening mornings etc
- Lost property notices
- Sharing and swapping relevant school items e.g. spare uniform etc
- Sharing information about school eg. hoovering rotas for the class etc
- Posting a request from a teacher
- Please use the “reply” swipe function when replying to someone’s specific question so they can make sense of your comment and avoid confusion
- Consider what you post and how you phrase things; words and tone can be misinterpreted in messages.

Please **DO NOT** use the groups for:

- General casual chats - we are really pleased that there is a lively, friendly parent community at school, but as there are so many people in the groups, a little banter can soon escalate to a huge amount of messages. Important messages can then get lost, which makes the group ineffective and daunting to the more infrequent users.
- Please do not have one to one chats on the WhatsApp group. If the chat becomes between only two of you, carry on the chat in a private conversation.
- Please respect the time at which you post. Avoid posting early in the morning or late at night where possible.
- Please don’t respond to every post unless it is requested e.g. RSVP, request for volunteers.
- Do not use WhatsApp to air grievances, express opinions, talk about sensitive issues or use the group as a platform to share your personal views
- Do not share videos etc that might take up a lot of memory on other peoples’ phones.
- Do not try and settle disputes or conflicts. If there are disputes or conflict between parents, please deal with this privately with those concerned.
- Do not post the same message on multiple groups unless you have been specifically asked to
- Avoid replying to posts with “Thanks” or “Amen” otherwise simple brief conversations can become burdensome and overly lengthy, with key information potentially missed

WhatsApp is a brilliant way for parents to communicate quickly and easily with each other. If you feel that another parent is not following these guidelines, please contact Ester Redondo-Smith (ers@cfschool.org.uk), Parent Collaborative Governor.