



ST ALPHEGE CE INFANT SCHOOL

Executive Head: Mrs Liz Thomas-Friend, Head of School: Mrs Jacqui Spinks,
Oxford Street, Whitstable, Kent, CT5 1DA, TEL: 01227 272977, Email: headteacher@st-alphege.kent.sch.uk

St Alphege Facebook Page

Dear Parents,

Please find some information to clarify a few points around the school Facebook page. I have liaised with Rebecca Avery our Education Safeguarding Advisor for Online Protection with Kent County Council to ensure our systems are robust and safe. I hope you find the information included in this letter helpful.

We would like to remind parents that any social media including Facebook is a public domain. Posts from the school Facebook page will not appear on people's news feed unless they have actively sought us out and "liked" the page. Posts to the school Facebook page can be viewed much the same as anything the school displays on the school website. **Kent County Council recommends that no schools create closed groups but instead use pages to communicate with their communities.** As Head of School, I am the lead member of staff who posts and monitors the page and only members of the Senior Leadership Team have administration rights. I do not want to totally restrict the page as many parents have commented that the current set up enables extended family to view the events of the school and see what their grandchildren have been doing from further afield. It also enables us to spread requests for help or advertising for open days and allows our school community to see the wonderful things that are happening at St Alphege on a regular basis. **Information shared on the Facebook page will also have been shared using our other established communication channels such as: weekly newsletters and the school website.**

The Facebook page is used as an ongoing good news feed and many schools are choosing to adopt the use of social media. **We have effectively risk assessed the use of Facebook and we are following Local Authority guidelines on ensuring anything that is shared is safe and within acceptable parameters.**

Safeguarding is our primary concern and our policy guidelines around acceptable use of images are very clear. We will always seek parental consent before posting images of children. As outlined in the schools Acceptable Use policy, no images of children will feature their full name.

We would like to make sure that we work in partnership with our school community to ensure that the school Facebook page is used safely and responsibly.



St Alphege Values



Koinonia



Forgiveness



Trust



Kindness



Love



Joy

**Artsmark
Platinum Award**
Awarded by Arts
Council England

With internet use becoming an essential feature of everyday life it is important that all members of the school community are aware that online conduct can have a significant impact both within and outside of school.

The school would encourage all Facebook users to access Facebook's help section for guidance regarding privacy and safety settings and terms of use: www.facebook.com/help

I feel it is important to point out that should a parent share a post or tag a friend under a post, this then allows this post to be viewed by their "friends". The school has no control over this, however, we are able to track who has shared the posts. All of the posts that have been shared to date have been ones that do not contain images of children. Any comments from parents that may serve to identify children featured in the images would be discouraged.

Only posts within the safe school environment are shared in real time and any posts containing information about the children whilst they are out of school on local visits or trips will always be shared after the event.

I have been informed that there are several parent Facebook groups and I would like to point out that no member of staff has access to these groups. I would urge that if you have a question or query, however small, that it is raised directly with the school either in person, by email, telephone or via the **official** school Facebook page via private message. I am usually able to respond to private messages immediately, even out of working hours and these messages will always be answered directly by myself.

If you would like to discuss any of the information in this letter further or have any questions, please do not hesitate to contact me.

Many thanks for your continued support,



Jacqui Spinks
Head of School