

Social Media Policy - Cambourne

This policy explains how our association Hardwick and Cambourne Community Primary School PTA uses social media. It is available and applies to all members of our Association.

Details of the social media used by our association

Hardwick and Cambourne Community Primary School PTA uses Facebook.

You can see this here: [Hardwick and Cambourne Community Primary School - Cambourne Campus PTA](#)

Access to the social media used by our association

Hardwick and Cambourne Community Primary School PTA uses Facebook. This is a closed group meaning that you can apply to join but this will need to be approved by the PTA through our Facebook group administrator. Only approved members can see posts made to the group. However, once you are a member of the group, you can also post and these will be seen by all other members of the group who have been similarly approved. Please enter <https://www.facebook.com/groups/5454412381300920> into your web browser and make a request to join the group.

As a committee we also use WhatsApp to communicate with committee members, volunteers and relevant year groups. Only members added by elected committee members are part of these groups and anyone in those groups will then see your posts and contact information.

Permitted members

The Facebook group of Hardwick and Cambourne Community Primary School PTA is only intended for members of the association, in this case the parents and teachers of Hardwick and Cambourne Community Primary School. This is regulated through this being a closed group and members needing to gain permission to join from the PTA's Facebook group administrator.

Hardwick and Cambourne Community Primary School PTA does not want to encourage inappropriate use of social media by children. No application to join our Facebook group will be accepted by anyone aged less than 13 years.

On Whatsapp we have one group just for elected members and the headteacher. No other members are to be included in this group.

There is a further group which constitutes volunteers on the Cambourne site and the Co-chairs. This group only has members who are fully DBS checked.

How this is used by our association

Hardwick and Cambourne Community Primary School PTA uses its Facebook group exclusively for the running of the Association. It is used to communicate with members, promote events or elements of events, to recruit volunteers to support the PTA's activities, thank local supporters and canvass members' views.

The PTA uses its committee Whatsapp group exclusively for the running of the Association. It is used to communicate with other members, discuss events, funding, canvas opinion and discuss general PTA admin.

The volunteer Whatsapp group is used exclusively to ask members for help with events coming up and to remind members of event dates and request them to be shared with relevant year group whatsapp groups that they may be a part of.

Usage that is not permitted

The Facebook group and Whatsapp group of Hardwick and Cambourne Community Primary School PTA does not allow any personal correspondence between members, is not intended for discussing any aspect of the school other than the PTA and its activities and should not be used to promote any business other than where this is done for the benefit of the PTA and with its permission. Inappropriate posts, including any derogatory comments, can and will be removed by the administrator and the PTA retains the right to ban any user who continues to make inappropriate use of the group.

If this is an elected member of the committee then their behaviour will need to be discussed as part of an EGM and their role may be removed if deemed necessary.

Photographs

The Facebook group and Whatsapp group of Hardwick and Cambourne Community Primary School PTA allows members to post photographs. However, it is explicitly assumed that anyone posting a photograph will own the rights to the image and will have the permission of anyone featured to do so. Hardwick and Cambourne Community Primary School PTA accepts no responsibility regarding ownership or permissions for any photographs posted by members of the group, however if we are advised by members of the school that the photo contains children without photo permissions it will be removed.

Application of this policy

By using the Facebook group or Whatsapp groups of Hardwick and Cambourne Community Primary School PTA you are accepting the terms of this policy. If you do not agree with any of the terms, please remove yourself as a member of the group.

Availability of this policy

This policy is publicly available through the website of Hardwick and Cambourne Community Primary School PTA,

<https://hardwick-and-cambourne-community-primary-school.secure-primariesite.net/pta-constitution-and-model-policies/> and is referenced as part of the information stated on our Facebook Group pages.