



St Columba's School Bayswater

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Reminder **Use of Social Media - Class Facebook Pages**

Dear Parents

Please note the following reminders and updates on the use of the class Facebook pages created by parents.

Class Facebook pages are created, we believe, with the intention of assisting with communication between parents in regard to school matters and forming connections. Due to COVID, we have not held as many events as in previous years, therefore we need to take a moment to reset on the use of your class Facebook pages.

It is important for the parent community to know that we, as a school, do not have any ownership of these pages. All responsibilities are with you, our parents.

Here are guidelines that we highly recommend be adhered to: [These are similar to how we operate our St Columba's Facebook page and website with regard to the posting of photos]

- Parents can post images of their own children on the page. If a parent wishes to post class group photos, the parent must crop out other students or blur the image. The parent can only post images of other children if they have the parent's permission.
- The author of the Facebook page may wish to have their class parents email permission for their child to be posted on the page directly to them. This takes some effort, but it does mean any photos posted on this page have the permission of the parent. This is a management issue for the author. Even though the Facebook page is closed and has private settings, parents must seek permission to post images of other children.
- Parents should feel comfortable to decline giving permission for use of their child's image.
- Whole school event images must be carefully monitored, as broad scope photos are likely to have images of students from other classes who do not have permission for photos to be taken.

These are guidelines that will assist with the management of the class Facebook pages. If you are the author of any of these pages and you need support with how to further communicate or manage the page, please feel free to speak with Niall Kehoe or myself. Thanking you in advance for adhering to these guidelines.

Kindest regards

Art Lombardi
Principal