Parentkind

Social Media Policy - Facebook

Friends Of Mundesley Infant and Junior School

Purpose

This policy outlines how **Friends of Mundesley Infant and Junior School** uses social media (Facebook) to support its activities and communicate with members. It applies to all members and is publicly available for reference.

Platforms we use

Friends Of Mundesley Infant and Junior School would like to use Facebook as a social media platform for the following:

- sharing news such as upcoming events
- recruiting volunteers to support PTFA events
- gathering constructive feedback
- celebrating community support

The Facebook page will **not** be used to share/re-share photos of any pupils.

The Facebook page is **not** intended for discussion of individual pupils, staff or school matters.

Access & visibility

Our social media account would have the following access levels:

- **Facebook page:** This will be used to advertise events, share PTFA news, celebrate fundraising successes, thank supporters and recruit volunteers.
- The Facebook page will be administered by the Chair of the PTA and other committee members authorised by the committee.
- The Head of Schools may also be granted administrative access where appropriate.
- Passwords should be changed whenever an administrator leaves their role.

Who can join

- The Facebook page is intended for parents/carers of pupils attending Mundesley Infant and Junior School, school staff and members of the wider school community.
- Children under 16 are **not** permitted to join, engage or interact with the page.

How we use social media

Our association uses social media to:

- Share PTFA news and updates
- Promote upcoming events
- Recruit volunteers
- Celebrate community support

These model policies do not constitute legal advice or attempt to cover all situations that your association may require. We recommend that you use these model policies as a starting point to develop policies that cover your precise needs and situation. These policies are based upon our best interpretation of current guidance that has been provided by a range of sources. We will endeavour to update these policies regularly with any relevant changes.
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- Gather feedback from members
- Sharing fundraising totals

It is **not** to be used for private conversations or unrelated topics.

Inappropriate use

The following uses of **Friends of Mundesley Infant and Junior School** social media platforms are prohibited:

- Personal messaging between members
- Discussing non-PTFA school matters
- Promoting personal business (unless approved by the committee for PTFA benefit)
- Posting inappropriate, offensive or defamatory content

Violations will result in post removal and/or member exclusion, in line with committee review and our constitution.

Complaints

The Facebook page should not be used to raise complaints about the school, staff or individual pupils. Any concerns should be directed through the school's published complaints procedure.

Comments

We welcome positive comments and feedback. Comments that are offensive, abusive, defamatory, discriminatory, contain personal information or are unrelated to the PTFA will be removed without notice. Persistent misuse will result in users being blocked from the page.

Posting photographs

Members will not post pictures of any children. No photos of pupils will be posted on the page.

Acceptance & agreement

By participating in our social media channels, you accept this policy in full. If you disagree with any terms, we kindly ask you to refrain from interacting with or following the Facebook page.

Availability

This policy is published on the Mundesley Infant and Mundesley Junior School's websites within the PTFA section.

Policy review

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This policy will be reviewed annually by the **Friends of Mundesley Infant and Junior School** committee to ensure it continues to support both the organisation and its volunteers effectively.

Signatures

Approved and adopted by the committee of **Friends of Mundesley Infant and Junior School:**

Name: CLAIRE PATMAN

Position: Head of Schools

Signature: C Patman

Date: 17/7/2026

Name: Emma Hazard

Position: Interim Chair

Signature: EHaz

Date: 17.7.26

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