



Nettlebed Community School

High Street, Nettlebed, Oxon, RG9 5DA

Tel: 01491 641328

Fax: 01491 641899

Email: office.2504@nettlebed.oxon.sch.uk

Headteacher: Mrs Bethany Greenwood

Nettlebed Community School Communications Policy:

Including web based applications & social media

Good communication between the school and the home is essential. Children achieve more when the school and parents work together. We feel that by understanding what the school is trying to achieve, parents can help more and feel part of their child's overall educational development. At Nettlebed Community School we aim to have clear and effective communication with parents and the wider community. This enables us to share our aims and values through keeping parents well informed about school life. This reinforces the importance of the role that parents play in supporting the school in educating their children. We communicate with parents through a range of different strategies, including the use of telephone, letter, email, website, social media channels and face-to-face meetings.

Nettlebed Community School Communication Platforms

- **Class Specific: Teacher to Parent or Carer;**
 - At the start of each academic year each class teacher holds a **Parent Information Session**. This covers the curriculum provision for the forthcoming year, timetable information and all other relevant pieces of information. It provides an opportunity for parents to ask questions about the forthcoming academic year.
 - **Termly newsletters:** highlighting key activities and learning objectives.
 - **Weekly class updates:** published on the website including curriculum specific activity & additional resources such as spellings.
 - Parents meet their child's teacher at least twice a year for a formal **private consultation**. This gives parents the opportunity to celebrate their child's success and support the child with any area of development.
 - In July we provide a **written report** to parents on each child's progress in the various areas of learning.
 - We encourage parents to contact the class teacher in the first instance if any issues arise regarding their child's progress or well-being.
- Generic emails from the school office;
 - Weekly newsletters from the head of the school are distributed on a Friday.



Nettlebed Community School

High Street, Nettlebed, Oxon, RG9 5DA

Tel: 01491 641328

Fax: 01491 641899

Email: office.2504@nettlebed.oxon.sch.uk

Headteacher: Mrs Bethany Greenwood

-
- Ad hoc alerts, where required, to all parents. ○ FONS newsletters from the chair of FONS.
 - School social media accounts;
 - Twitter account; <https://twitter.com/NettlebedSchool>
 - The aim of the account is to enable instant sharing of success, engagement with parents and showcase school activities both large and small.
 - The Nettlebed School twitter account is protected: our tweets cannot be retweeted by others and will only be seen by people the school approve as followers.
 - The school website; <http://www.nettlebed.oxon.sch.uk>
 - The school website provides information about the school and is an opportunity to promote the school to a wider audience. ○ It contains:
 - Galleries of pictures and achievements and blogs such as the sports blog, updated periodically.
 - Head Teacher's weekly newsletters.
 - Class teacher updates, updated weekly.
 - DfE statutory requirements, including the schools core policies.

We also hold a Weekly parent assembly on a Friday afternoon at 2pm. We invite parents to join the school to see pupils work and celebrate successes.

All these channels are used to celebrate the work and achievements of children at Nettlebed Community School and show our rich diversity of school life. They will also be used to demonstrate safe and responsible use of the internet and encourage the use of 21st Century technology.

Parent to Parent Communication via FONS;

FONS (Friends of Nettlebed School) raise funds and organise events to support the pupils, staff and the school. They have their own:

- FONS Facebook account; <https://www.facebook.com/FriendsOfNettlebedSchool>
- Twitter account; @FONS_Nettlebed

Both accounts are used to communicate to parents key activities which involve the parent body and benefit the school and the children within it. The content for FONS accounts will be uploaded by



Nettlebed Community School

High Street, Nettlebed, Oxon, RG9 5DA

Tel: 01491 641328

Fax: 01491 641899

Email: office.2504@nettlebed.oxon.sch.uk

Headteacher: Mrs Bethany Greenwood

FONS committee members who must follow the same principles below of confidentiality and safeguarding.

The uploading of content will be undertaken by the staff at the school with the following principles:

- Content will aim to give a positive image of the school and share the achievements of pupils.
- Children whose images appear will not be named.
- Images of children will be appropriate in terms of clothing and the activities being portrayed.
- Children will be photographed in groups and close ups will be avoided.
- Staff are responsible for assessing the risk that any posted content might pose to the safety of children and the school community via a full risk assessment being made prior to any tweet.

Parent Permission

Parents are asked to give their permission to their child's image being reproduced on web-based applications including social media when a child joins the school. A record is kept of children who are not to have their photographs published and this is copied to relevant staff.

Where there is a change to the school's use of web-based applications, parents will be given the chance to opt out of their child's image being used.

The school is aware that at school events, parents will take and use images of children. The school cannot control the use of those images but request that parents follow the same principles as those listed above when posting pictures of children other than their own.

Governor to Parent Communication via the school office;

The governing body meet regularly throughout the academic year, they are a mix of parent, local authority and local people all who want to make a positive contribution to our pupil's education at Nettlebed. Governors are one of the largest volunteer forces in the country and have an important part to play in raising school standards. The role of the governing board is absolutely key to the effectiveness of our school. All meeting minutes are available to read in the school, please ask at the school office.

Updated: September 2016