



What is the etiquette for a class group on WhatsApp?

Is it okay to message at 3am?

What sort of things can I post?

Should I write in capital letters?

Will all parents & carers get my sense of humour?

Do I need to reply to every message to be polite?

**Aarrghhh – it is a minefield!!**

### DO:

- Use the group to remind others of class events, trips and homework.
- Use the group to find missing items or to get an item returned to the right person.
- Use the group to organise social events that everyone is invited to attend.
- Use it to ask questions.

### AVOID:

- Using the group for school issues that would be better addressed by the school who know, or can find out, the context.
- Sharing issues about specific children, it can upset their family.
- Venting, negativity isn't good for anyone.

### REMINDERS

- There is no pressure to reply.
- Check the tone before you send - when we're in a rush it's easy for a message that sounded polite in your head to actually sound blunter than you intended.
- If it's a school issue, then talk to staff at school – social media is not the place to sort it out.
- It is a really useful tool and worth all the 'pings' because one day it could save you some tears if, for example, you forgot it was dress up day!

Your co-operation is appreciated.