



Pinner Park PTA
 Melbourne Avenue, Pinner, HA5 5TL
 Pinner Park PTA Charity Registration Number
 1151231
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'Helping to enhance our children's learning experience in our schools'

CLASS WHATSAPP GROUP

1. By completing this form, I agree to be on the class WhatsApp Group and agree for my details to be shared with all others on this class's WhatsApp group.
2. I agree to maintain civil and cordial communications on the group and will not post messages which can be deemed as derogatory or hostile to any other parent or child. If I do, I will be taken off the group by the Class Representative (Class Rep).
3. Each WhatsApp group will be overseen by a class Rep whose role will include, but will not be limited to:
 - a. Creating the class WhatsApp group based on the numbers provided by the parents and trying to obtain the numbers for all parents in the class.
 - b. Emailing their own contact details to the PTA committee once the group has been set up.
 - c. Maintaining good communications between the parents and be the link between the class teacher and the PTA. If any parent is seen as being hostile or derogatory, the Rep has an obligation to remove them from the WhatsApp group.
 - d. Encouraging parents to volunteer when needed for school events and activities.
4. It is possible to have 1 or 2 Class Reps per class to share the role.
5. If I agree to be the Class Rep, I am happy for my details to be provided to the PTA committee and to be the liaison between the PTA committee and the class parents as and when required. I also agree to be included in a Class Reps WhatsApp group that will be set up by the PTA Committee.
6. For classes that have existing WhatsApp groups, please volunteer to be a Class Rep (or elect someone if possible!) and email your details to the PTA committee.
7. If no volunteer comes forward to be a Class Rep, a parent will be chosen at random by the PTA Committee. In this instance, the PTA committee will need to see the class lists and all the details on that list.
8. For any concerns regarding your child or the school, please refer these to the class teacher or appropriate staff member. It is NOT the responsibility of the Class Rep to get involved in these concerns.
9. Please complete and return the form to your class teacher if you'd like to be on the Class WhatsApp group by Monday 24th September 2018.

CLASS	STUDENT NAME	PARENT NAME	MOBILE NUMBER	Add me to WhatsApp ✓ or X	I will be Class Rep ✓ or X

We would like to arrange for each class to have a parents' WhatsApp group to support the sharing of information between parents and with the PTA.

To get this up and running, and to manage it throughout the year, there will need to be a class representative (or two) to take the lead.

If you would like to be included in the WhatsApp group please read the attached guidelines and agreement, fill in your details and tick the column headed 'Add me to WhatsApp'.

If you are willing to be the Class Rep, perhaps working together with a friend, please tick the column headed 'I will be Class Rep'.

The PTA supports the school in many ways but can only run successfully with your help and input.

By being part of the class WhatsApp group, your details will be stored securely whilst being processed and will then be destroyed.

By being a Class Rep, your details will be stored on the PTA OneDrive database, and you will be included in the Class Rep WhatsApp Group until you inform us of your decision to step down as Class Rep. By being on the Class Rep WhatsApp group, you will receive communications from the PTA relating to events and as and when assistance is needed. You will be required to feed the information through to the rest of the class parents as and when required.