



## Seesaw Code of conduct



### Parents and carers will:

- Sign up to the Seesaw App as a way of keeping in touch with school life directly from the class teacher.
- Only contribute to positive feedback in the form of liking the story/post and encouraging comments.
- Not share photographs, messages or work samples published on Seesaw on their personal social media accounts due to a breach of privacy.
- Recognise that Seesaw is a means to share positive understandings of classroom and whole school learning. It will not be used to compare students' work samples, digital recordings or photographs.
- Communicate respectfully and constructively with the class teacher and use expected procedures and protocols when raising concerns.
- Only use Seesaw for **minor issues** that have arisen.
- Not to ask questions that have been already answered in whole school newsletters or communication.
- Not to use Seesaw to send teaching staff accusatory messages about their teaching, their handling of a particular situation, welfare, behaviour or to bring up a complaint. There are other procedures for this (eg telephone, email, requesting a meeting).
- Understand that Seesaw is not the forum for reporting absenteeism; ParentMail is the correct forum for that.
- Please see <https://web.seesaw.me/privacy-policy/>
- Long messages that are angry or harassing in tone may be answered via a phone call; this is not the correct forum for that. Parents are strongly discouraged from sending Seesaw messages as a form of complaint. There is a separate complaints policy that should be used for this.

### Teachers

- Teachers are not expected to respond to messages which are received outside of normal working hours (Mon – Fri 8.30am – 4.00pm) and on weekends or during school holidays. If they do, it is by their own choice.

- Staff will endeavour to respond within 48 hours and in a professional manner.
- Not all messages require a response, especially during teaching time. Teaching time is more important than responding to messages unless urgent.

***Carrickfergus Model Primary School remains the right to remove a parent from Seesaw if this Code of Conduct is breached.***