

## **PDMC Parent WhatsApp Groups Guidelines**

### **1. Purpose of Parent WhatsApp Groups**

- a. There is a Parent WhatsApp group for each PDMC ensemble. The aim of these groups is to provide a quick and easy way for parents to share information relevant to that ensemble and to ask questions. It is intended that parents will be able to answer simple questions raised by other parents (eg re rehearsal/concert times etc).
- b. The Administrator may post quick reminders of key information on the WhatsApp groups but the WhatsApp groups are not intended as a replacement for e-mail communications. Parents should still ensure that they check their e-mails regularly for official PDMC communications. Key information about rehearsals and events etc will continue to be posted to the ensemble members' web pages at [www.pdmc.org.uk/members](http://www.pdmc.org.uk/members).

### **2. Membership of Parent WhatsApp groups**

- a. Any parent or official carer of a current player may join the Parent WhatsApp group for their child's ensemble/s.
- b. Players aged 18 or over may join the Parent WhatsApp group for any ensemble that they play in (including more junior ensembles where they assist the ED)
- c. The PDMC Administrator will act as administrator of each WhatsApp group. The current ensemble ED, EAs who work with the ensemble and current PDMC Trustees may also request membership.
- d. Players under the age of 18 will not be permitted to join the Parent WhatsApp groups and we ask that parents do not attempt to give them access.

### **3. Visibility and use of member phone numbers**

- a. Any parent requesting membership of a Parent WhatsApp group acknowledges that their phone number will be visible to all other members.
- b. Parent WhatsApp group members are asked not contact other group members directly without their permission
- c. To protect everyone's personal data, members should not share screenshots etc from Parent WhatsApp groups.

### **4. What can be posted on the WhatsApp group**

- a. Parent WhatsApp groups are primarily intended for sharing information, and asking questions, relevant to the ensemble
- b. Members may also post brief information about musical opportunities that may be of interest to members of the ensemble and their parents and ask

questions linked to their child's music making (eg seeking recommendations for instrument repairers etc)

- c. Members are asked to keep any messages polite and respectful to all
- d. Members should not use the group for
  - i. personal advertising or promotion (other than to promote activities run by or in collaboration with PDMC)
  - ii. messages that could be offensive to other members
  - iii. religious or political messages

## 5. Monitoring of Parent Whatsapp groups

- a. The PDMC Administrator will check Parent WhatsApp groups from time to time but there will not be constant monitoring of the Parent WhatsApp groups. In particular, the Parent WhatsApp groups may not be monitored at weekends and outside school term time.
- b. Any members posting content considered to go against these guidelines may be removed from the group. Any member who considers that a post is not in line with these guidelines should e-mail the Administrator with the date and time of the post in question.
- c. As noted at point 1 above, it is intended that Parent WhatsApp groups will facilitate parents asking and answering questions between themselves. If parents have any questions for the Administrator or ED specifically, they should continue to e-mail [admin@pdmc.org.uk](mailto:admin@pdmc.org.uk).

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