

## **ParentSquare Policy**

Camellia Waldorf School uses ParentSquare to communicate with families about important school-wide, grade level, class level, and activity-based group information as well as provide spaces where parents connect with each other and build community. Urgent alerts regarding time sensitive or safety related information are also sent through ParentSquare via text message.

ParentSquare is available for all parents/guardians of students enrolled in Camellia, as well as Camellia faculty, staff, and coaches. It is a closed platform that restricts membership to people with a direct connection to Camellia Waldorf School, and information shared there is not available to the general public.

Teacher communication is posted in their "Class" which is labeled with the grade level and teacher name. This is where you will find weekly updates about class activities, field trip information, class assignments, etc. Teachers may designate a class parent who can post on their behalf, but otherwise parents are not able to post in Classes. Classes archive each summer and start fresh each school year.

Parent Groups are labeled with the student's graduating year (Class of...) and are intended to a be a place where parents can share information and pictures, ask each other questions, and communicate about social plans among the class. Teachers may or may not engage in Parent Groups, so if you have a question for your teacher it is best to reach out directly. Parent Groups remain active year after year, and content shared there will be available until your class graduates.

Because ParentSquare is an extension of our Camellia community, we ask that communication online reflects our school values and expectations and contributes to the mission of our school. Please keep the following guidelines in mind when using ParentSquare:

- Use respectful language and tone. Profanity, obscenity, insults, disrespect, discrimination, harassment, bullying, etc. will not be tolerated.
- Information posted should be focused on school activities, sharing knowledge related to education/parenting, or building community within the school/class. Posts that include advertising, politics, or inappropriate topics may be deleted.
- ParentSquare posts and comments should not be used to make complaints, discuss controversial topics, or argue with other parents. Please address concerns in person or via private email.

Camellia Waldorf School reserves the right to remove posts or comments that do not meet these guidelines or that interfere with the mission of the school.