

Together, with God in our heart, the path to our dreams will start.



Kirkdale St Lawrence Church of England
Primary School

Fonthill Road, Kirkdale, Liverpool L4 1QD

TEL: 0151 922 2775

School Office E-mail: kirkdale-ao@kirkdale.liverpool.sch.uk

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Seesaw - Acceptable Use Policy

Dear Families,

Thank you so much to all of you who have signed up and got-going with our new communication Seesaw App. If you haven't yet managed it, please see your child's class teacher as soon as possible. We are sending important messages via this app now in addition to information on what your child is up to in school. It's free and it takes two minutes!

Now that we are up and running it's time to think about how we can best use it for communication from school to home but also home to school. I can see that some of you have already made a start at using it to contact our teachers. Below is a chart of expectations for this type of communication so we all understand what is expected from us:

Adult sends a direct message to a teacher asking a day-to-day question
eg. Is it PE tomorrow?

Teacher will answer the question briefly with the information needed

Adult sends a direct message to a teacher asking a question about a specific incident relating to their child. Eg. Why did they lose 5 mins from their playtime today?

The teacher will forward the message to the Senior Leadership Team who will then deal with this in-line with our communication policy (within 5 school days)

Adult sends a direct message to a teacher making a comment about the learning/post

The teacher will "like" 👍 the message to show that they have seen it and to say thank you.

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We are really excited about how the use of Seesaw can both improve and enhance our home-school communication and see it as a wholly positive thing.

Families do need to be aware that there are a very few occasions when their use of the app may be removed. This would be if any of the following guidelines are broken:

School expects only positive and respectful communication which does not include:

- Sending abusive messages to fellow parents
- Sending abusive messages about members of staff, parents or the school
- Sending abusive messages to members of staff
- Sending frequent messages to members of staff (please see our vexatious/unreasonable complaints policy for details on this)

Likewise, all adults in school have accepted the terms of Seesaw acceptable use. If you feel like a member of staff is not adhering to the guidelines, please contact a member of the Senior Leadership Team with details of your concern.

Mrs Campbell (headteacher) *Mrs Pollitt* (Deputy headteacher) *Mrs Cottom* (Assistant headteacher) *Miss McArdle* (Senior leader) *Mrs Peters* (Senior leader)

I hope this clear up any queries regarding the use of this platform to both inform and communicate effectively. Please do let me or a member of the school team know if you have any questions

Thanks for your understanding and support

Mrs Campbell

Headteacher