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Tuesday, 6<sup>th</sup> February 2018

Dear Parents and Caregivers,

In Semester 2 last year, a school Facebook page was successfully established. Our school Facebook page is used as a forum to celebrate student achievement and showcase many of the exciting things taking place at Lugarno Public School. Our page is also used to post announcements, events or reminders, including "This Week at Lugarno Public School" which is posted prior to the commencement of each new school week with details of events occurring in the week ahead. We invite parents to *like* and *share* the page.

You can locate our page at <https://www.facebook.com/lugarnopublic>

Below are Lugarno Public School's **Rules of Engagement**:

#### **Students**

- Facebook Terms and Conditions state, "*no one under the age of 13 years should have a Facebook profile*".
- Any comments or 'Likes' by primary students on the Lugarno Public School page will be removed and, if warranted, users will be reported.

#### **Tagging or naming student photos**

- Photos of students are posted with reference to Department of Education publishing permission forms, completed on enrolment and other parent permission forms.
- For privacy and protection, please do not tag photos of children, and please do not name them in your comments.
- On rare occasions and with parental permission, students may be named by the school Facebook administration team.
- Tagging of parents or friends within the comment box is permitted with the understanding that all other rules of engagement are followed.

#### **Comments**

- Lugarno Public School encourages interaction from Facebook users with the understanding that the school does not endorse comments or wall postings made by visitors to the page. We ask that visitors making comments on the page show respect for other users by ensuring discussions remain civil.
- The school administrators regularly monitor the site and will remove comments that don't adhere to our Rules of Engagement.
- We reserve the right to remove comments that are racist, sexist, abusive, profane, violent, obscene, spam, that advocate illegal activity, contain falsehoods or are wildly off-topic, or that are libel, incite, threaten or make ad hominem attacks on Lugarno Public School students, employees, guests or other individuals.
- Comments are also subject to Facebook's Terms of Use and Code of Conduct.
- Remember, your name and photo will be seen next to your comment, visible to all visitors to the page.
- We will not permit messages selling products or promoting commercial, political or other ventures.
- Facebook encourages all users to use the "Report" links when they find abusive content.

Our Facebook page is not a forum for discussion of school related matters. Such matters are best raised directly with the school on (02) 9153 9843.

Thank you for your support.

Kind regards,

Justine Williams  
Principal