



## Meenakshi Public School

Circular no. 22(12.10.18)

Dear Parent


The school is providing a healthy interactive platform to the parents by creating a social media forum through **Whatsapp Chat Group**. The parents will not only receive recent updates and reminders from the school but will also get an opportunity to be vigilant stakeholders. The Class Teacher (Group Admin) with Coordinator, one Senior Teacher and parents will create a group to fasten the communication strings.

In order to prevent miscommunication and to establish good decorum around the use of WhatsApp group following guidelines must be taken care:

1. It is not necessary to respond to every message unless required. Only under emergency or urgent circumstances may a parent post to the class WhatsApp group.
2. Please respect the time you post; very early in the morning or late at night, weekends and holidays is discouraged. Refrain from sending any forwarded messages or greetings.
3. The WhatsApp group should never be used to voice grievances or drive personal agendas.
4. No derogatory comments about teachers, school or any other student will be accepted.
5. Home work / Class work is the sole responsibility of the students and teachers will not upload Homework / Class work on daily basis.
6. The WhatsApp group is meant for communication. Attending PTM is still mandatory.
7. In case a parent is observed not following professional ethics and conduct, he/she will be immediately blocked.

In order to create transparency and accessibility, please fill the **Performa** and submit to the concerned class teachers latest by 15 October 2018 so that the group can be activated by first week of November 2018.

Regards

  
Vipula Saxena

Director-cum-Principal

---

### PERFORMA

A. STUDENT'S NAME : \_\_\_\_\_

B. CLASS : \_\_\_\_\_ SECTION: \_\_\_\_\_

C. THE NOMINATED MOBILE NUMBER OF ONE OF THE PARENT: \_\_\_\_\_

D. NAME OF MOTHER/FATHER \_\_\_\_\_

E. SIGNATURE: \_\_\_\_\_