

STANBURN PRIMARY SCHOOL

PARENT AMBASSADOR GUIDANCE

2025-26

ROLE DESCRIPTION

THE EXACT DUTIES OF PARENT AMBASSADORS WILL VARY FROM TIME TO TIME, THIS IS MERELY A GUIDE:

- TO BE A POINT OF CONTACT FOR NEW PARENTS/CARERS AND WELCOME THEM TO THE CLASS AND YEAR GROUP.
- TO SUPPORT IN ENSURING APPROPRIATE BEHAVIOUR ON SOCIAL MEDIA, CLASS DOJO AND CLASS WATS APP GROUPS.
- ACTING AS AN EXTRA LINE OF COMMUNICATION BETWEEN THE TEACHER AND PARENTS/CARERS. FOR EXAMPLE BY PASSING ON MESSAGES ABOUT SCHOOL TRIPS AND EVENTS VIA SOCIAL PLATFORMS/COMMUNICATING FACE TO FACE.

WHY BECOME A PARENT AMBASSADOR?

THERE ARE MANY GOOD REASONS TO GET INVOLVED AS YOUR CHILD'S CLASS PARENT AMBASSADOR: TO HELP YOUR CHILD'S SCHOOL, TO HELP YOUR CHILDREN AND TO GIVE INPUT INTO WHAT HAPPENS AT STANBURN PRIMARY SCHOOL IN ORDER TO MAKE IT THE BEST IT CAN BE. BEING A PARENT AMBASSADOR ALLOWS YOU TO GET TO KNOW OTHER PARENTS AND CARERS WITHIN THE SCHOOL, BOTH FROM YOUR OWN CHILD'S CLASS AND OTHERS. PARENT AMBASSADORS REALLY DO MAKE A DIFFERENCE!

ROLE DESCRIPTION

- TO BE RESPONSIBLE FOR THE CLASS WATS APP GROUP.
- ATTEND PARENT AMBASSADOR MEETINGS EACH HALF TERM AND FEED BACK OUTCOMES OF MEETINGS TO THE REST OF THE PARENT BODY OF THIS CLASS.
- TO COMPILE THE LARGER CONCERNS/ENQUIRIES OF THE CLASS SO THEY CAN BE ADDRESSED BY SLT.



COMMUNICATION

PARENT AMBASSADORS ARE ALSO ASKED TO REMIND PARENTS AND CARERS OF THE CORRECT STEPS TO TAKE IF THERE ARE CONCERNS OR COMPLAINTS:

1. • Class Teacher
2. • Year Leader
3. • Senior Leader

SOCIAL NETWORKING AGREEMENT

- AVOID NAMING MEMBERS OF STAFF OR VOLUNTEERS
- AVOID NAMING SPECIFIC CHILDREN
- REFRAIN FROM USING DEROGATORY OR OFFENSIVE LANGUAGE ABOUT STAFF, PARENTS OR CHILDREN OR THE SCHOOL IN GENERAL
- DO NOT POST INAPPROPRIATE IMAGES WITHIN THE GROUP OR IMAGES OF CHILDREN OR THE SCHOOL.

