

Montessori School in Kleinburg Inc.
Toddler Department Instagram Accounts

This year a day in the life of our Toddler classrooms will be presented to you via *Instagram*. We will use *Instagram* to document the Toddler classrooms to show you all the fun and amazing work happening in our classrooms. *Instagram* is a great way to share photos/videos and stay up to date with the learning in our classroom (and it's a FREE app!). If you would like to follow along with our learning this school year, please download the app, create a free account, and follow us!

OUR TODDLER CLASSROOM INSTAGRAM ACCOUNTS

- Toddler Lavender: @toddlerlavendermsk
- Toddler Rose: @MSKToddlerRose

RULES AND GUIDELINES FOR OUR CLASSROOM INSTAGRAM

- Classroom Instagram accounts are on PRIVATE
- All photos/videos will be posted without using student names
- Only families from the MSK community can follow our accounts
- Our classroom Instagram will not follow other accounts unless associated with MSK
- Families will not share photos posted from our class account to their own personal account
- Comments are to be respectful and appropriate, or otherwise removed from the account
- Families are not to Direct Message one another, nor Direct Message classroom teachers, or otherwise removed from the account
- MSK staff and families will not request to follow on personal Instagram accounts
- MSK employees are discouraged from "friending" parents of current or prospective students, due to the inherent conflicts of interest that this may raise (e.g., perceptions of favoritism, influencing grading or student treatment, etc.).
- MSK Employees are asked to use good judgment when making and/or accepting "friend" requests to or from school colleagues.
- All MSK employees are particularly encouraged to use caution when making "friend" requests of their supervisor or subordinates -- due to the potential for both parties to feel pressured to accept the request, potentially impacting the work relationship (as well as raising conflict of interest, unequal treatment, discrimination, or similar concerns).
- All confidential MSK information must be protected and disclosed only pursuant to school policy or as otherwise required by law. No social media or blog posts may communicate any confidential information. See MSK's "Confidentiality Policy" for further details.

Please fill out and sign the form below:

Student's Name: _____

_____ I understand the rules and guidelines in place. **I give permission** for my child to be in photographs/videos for our classroom Instagram page

_____ **I do NOT give permission** for my child to be in photographs/videos for our class Instagram page

I release Montessori School in Kleinburg Inc. and their respective employees, officers and agents from any and all liability which may arise from the use of such news media stories, promotional materials, written articles, videos and/or photographs. I understand that I can revoke this release any time in writing and that the use of any photos/videos or other information authorized by this release will immediately cease.

Parent Name: _____

Parent Signature: _____

Date: _____