



# Hunnyhill Primary School

Date of Review	17 <sup>th</sup> November 2015
Next Review Due	November 2017
Staff Responsibility	Family Liaison Lead
Responsibility FGB/Committee	FGB
Signed by Chair of Governors	

## Parental Involvement Policy

### Rationale

Parents are the first educators of their children. The aim of early education is to support and enhance the development of all children whatever their age, sex or background. At Hunnyhill, we understand and value the contribution parents make towards their child's learning and will provide support, guidance and encouragement to parents as educators.

### Aims

*To provide good communication of information to parents/carers*

We will aim to do this through:

- Providing parents with information before their child starts school e.g. admission procedures and the school prospectus.
- Ensuring that parents are aware of the systems and policies operating within school. This may be through the school website, newsletters, information booklets or meetings with staff.
- Informing parents on a regular basis about their child's progress.
- Making sure that parents are well informed about what is happening in school through the weekly newsletter and the website
- Sharing information about planned activities and topics with parents.
- Providing written reports to parents twice a year giving details about their child's achievement and progress; and timetabled termly parent meetings with the class teacher.
- Providing guidance and advice to support home learning.
- Making known to parents the system for registering queries, complaints or suggestions.

*To ensure that parents/carers are enabled to become involved.*

We will aim to do this through:

- Working with parents/carers to build up a picture of the child's development needs.
- Ensure that parents have the opportunity to become familiar with the principles of the Foundation Stage in reception and the National Curriculum throughout the rest of the school.
- By sharing snack/dinner menus and Healthy Eating policies with parents.
- Providing opportunities for parents to contribute within school activities from their own skills, knowledge and interests.
- Sharing information with parents either formally or informally.
- Holding meetings or consultations at various times in order to avoid excluding anyone.

- Welcoming contributions from parents, whatever form these may take.
- Encouraging parents and carers to become involved with the Hunnyhill Fundraising events led by the school.
- Encourage Parents, Grandparents and carers to become volunteers in the school.
- Supporting the Parent Voice group to gain feedback from parents to support the schools vision for the children.

## Home –School Communication

### **Home/School Agreement**

This document is signed by the school and the parents/carers at the start of a child’s time in the school and sets out the expectations of the school, the parents and the child.

### **Parents’ Evenings**

These are held once per term; they are a good opportunity for parents/carers to ask about their child’s education in more detail.

### **Individual Meetings**

There are occasions when the school needs to speak to a parent or the parent needs to speak to the school. The appropriate member of staff will always try to arrange such meetings at a time convenient to the parent.

### **Information Evenings**

Information sessions are held to inform parents of any matters of importance to their child’s education, such as new schemes adopted by the school to deliver the curriculum.

### **Telephone Calls**

The school will frequently use the telephone to inform a parent quickly of any important matter that has arisen concerning their child.

### **E-mails**

The school has an email address and recognises the growing popularity of this method of communication. The school will respond to email enquiries as promptly as possible. The school will be setting up a dedicated email address for parents to use.

### **Letters**

Where an issue is less urgent or needs to be a matter of record, the school will communicate with parents by letter.

### **Bad Weather Arrangements**

On very rare occasions inclement weather, usually snow, makes it necessary to close the school. This is done in conjunction with the local authority. Isle of Wight radio is informed and is very reliable in broadcasting news. The school website is also kept updated.