

ETHERLEY



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Etherley Lane Primary School

**Parental Involvement
Policy**

Etherley Lane Primary School

Statement of Policy / Parental Involvement

Introduction

Our school is committed to a policy of partnership with parents of pupils in developing each individual to fulfil his/her potential.

Scope

This policy statement refers to all pupils in the school from the age of four to eleven years of age, the Head teacher, staff and all parents/carers of pupils attending Etherley Lane.

Definition

The term 'Parent' is used to mean and can include grandparents, close relations as well as official guardians/carers.

Parental involvement is defined as meaning any contact with parents either in or out of school.

Rationale

At Etherley Lane Primary we believe that parental co-operation, support and involvement are crucial to the development of every child.

Aims

This school aims to:-

- Enlist the co-operation and support of every parent.
- Liaise with parents on all suitable occasions in order to involve them in the education of their children.
- Enable every parent to have access to information about the school in general and his/her child in particular.
- Provide information for parents about the progress of their children.
- Provide opportunities for parents to consult with teachers.
- Encourage parents to take a full part in the life and work of the school.

Requirements / Expectations

- Etherley Lane seeks to enlist the co-operation and support of parents through informal and formal liaison involving personal contact, regular newsletters, academic reports, the school web site, telephone calls home and through socialising at events including those organised by the Friends of the School.

- Parents are initially invited into school prior to their child attending Etherley Lane at the EYFS pre school meeting or at a transition meeting. Parents are then invited to attend a Meet the Teacher night at the beginning of the Autumn Term.
- Parents are given information on the curriculum and routines in the home/school liaison book. All parents are encouraged to listen to their own children read at home on a regular basis and to carry out a dialogue of comments in a home / school reading record book or diary. Parents are encouraged to support their child with their homework.
- Parents are informed via text messages, praise pads, letters or telephone calls when their child has achieved well.
- Open Evenings are organised each term in an effort to ensure consultation between parents, teachers and the Head teacher celebrating pupil progress or to raise any concerns. Parents are welcome to make appointments with teaching staff and/or the Head teacher at any other time.
- Parents are invited to attend informative meetings on topics such as SAT's or a curriculum area.
- Parents are invited to be part of a Parent Focus Group linked to the teaching of English or Mathematics.
- During the academic year parents are invited to watch the pupils taking part in such activities as class assemblies, Christmas plays and Sports Days.
- Parents/carers are invited to help in classrooms on a regular carefully structured basis to undertake a range of educational tasks such as helping with practical activities, computer studies, sport and games and listening to children read. The varied talents and expertise of parents are usefully employed to enhance the children's learning in areas such as cookery, art, sewing and handicrafts, sport and computer studies. Parents are invited to help outside the classroom with general tasks such as mounting work, repairing and covering books, preparing art materials and photocopying. *All helpers are given initial training to help them put into context the work they are doing. Teaching staff and teaching assistants will seek to ensure that all helpers are fully aware of the set task and the expected outcome.
- Parents are contacted at an early stage if problems with the discipline of their children should arise.
- All parents are invited to be part of the Friends of the School Association which participates in a variety of activities, educational, fund raising and social.

Etherley Lane Primary School has employed a Family Liaison Worker to work in partnership with families, parents, carers and pupils in a non judgmental way which will enable all pupils to have full access to educational opportunities and overcome barriers to learning and participation.

The Family Liaison Worker will increase and improve home/school communication and parental involvement in school life.

- Maintain accurate records of all documentation pertaining meetings and contact with children and their families.
- Support and liaise with key staff involved with parents and pupils e.g. SENCO, Designated Staff for Child Protection, Learning Mentor to ensure improved outcomes for pupils.
- Liaise with other agencies as appropriate for exchange of information and best practice to promote integrated working practices
- Attend training and networking to support parents.
- Work within the Etherley Lane Team of staff. Take the lead in matters of Parental Involvement and liaise with all staff to find ways to develop this.
- Participate in the writing and review of policies involving pupil welfare and parental involvement.
- Have involvement in securing funding for Parental Involvement and liaise with other staff holding budgets which overlap with this area.
- Keep the Head teacher and SLT up-to-date with current issues relating to Parental Involvement and Pupil Welfare.
- Liaise regularly with Parent Governors.
- Support school staff with relevant articles or information for the school newsletter and in the development of specific areas of the school web site.
- Have involvement with School Council or other pupil voice groups in school in order to represent the views of pupils to parents.
- Provide pastoral care or support to pupils taking appropriate action if necessary to ensure staff and parents are fully informed.

Increase Parental Engagement with their Child's Learning

- Find new and exciting ways to create, develop and strengthen home/school links.
- Work with parents in a school context supporting them and building engagement with their child's learning.
- Support parents/carers and their children through transitions to ensure continual engagement with school and learning.
- Encourage good relations and effective dialogue between parents and teachers about children's progress.
- Assist subject leaders' liaison with parents on curricular issues.
- Ensure that parents feel confident to engage with their child's learning by facilitating and arranging family learning and adult learning opportunities at the school.
- Organise and promote resources which support home/school activities.
- Take the lead in devising a programme of events involving parents.
- Take the lead in organising and timetabling parent /family helpers in school ensuring they have satisfactory DBS when working with children, receive appropriate training and documentation about their role in school.
- Support school staff in developing the Parent Portal section of the DLG.
- Promote and support the Friends of Etherley Lane School (PTA).

- Collect and analyse responses from parent activities and feedback to staff/governors.

Parenting Support and Information

- Understand the primary rights and responsibilities of parents to raise their children and support parents by helping them to improve their parenting skills for example running informal and formal parenting interventions including evidence based parenting programmes and providing information or referrals
- Promote high quality at home parenting such as promoting conversations between parents and their children and encouraging authoritative rather than authoritarian discipline
- Support parents of children with early signs of social and emotional , health or behavioural issues and work with them, school staff and other support agencies on preventative and early intervention activities
- Provide transition support for parents and carers of children starting school and onto transfer to secondary school and other life transitions as appropriate
- Provide impartial information or referrals about national or local services available to parents, carers and families including those provided by Education, Social Care, Youth Justice, Child care Providers, and Voluntary Sector, including facilitating swift and easy access to specialist services, through the use of Common Assessment Framework.
- At the request of parents and the school to talk to children experiencing difficulties and convey the voice of the child to parents and school staff.
- Provide appropriate help throughout the day including break times monitoring and pre/post school activities as required.

School Attendance and Exclusions

- Promote good attendance for all pupils through the development of systems, resources and rewards that could be shared with families, pupils and staff.
- Identify with parents reasons for their children's non attendance and to work with parents and others to achieve regular attendance and reduce exclusion.
- Give close attention to early identification and prevention of absence habits.
- Work with parents/carers to identify why their children are not achieving full attendance or are late. Ascertain the probable causes of the lateness and or absences and suggest and assist in the implementation of plans/action to resolve the situation.
- Work closely with the Education Welfare Officers and school staff.

- Carry out home visits with relevant colleagues, where appropriate support parents in encouraging their children to maintain full and regular attendance.
- Conduct reviews and assessments of work being carried out to improve attendance, maintain accurate records.