



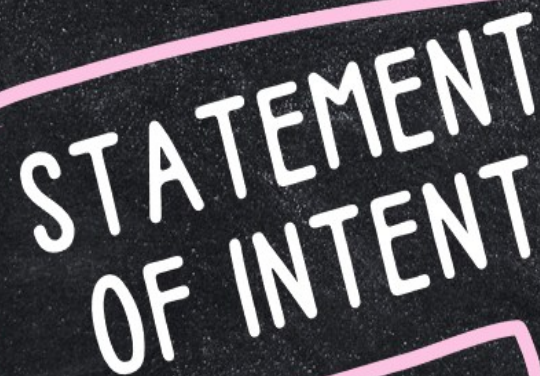
St Stephens
Community
Academy





PARENTS'

Engagement Policy





STATEMENT OF INTENT



This Policy provides a clear framework for:



1. How our school communicates with families.
2. The ways in which families can ensure they are fully involved in every aspect of the school community.
3. How families can support their children's learning.

OUR AIMS

To be helpful,
communicative and
supportive of
parents.



To be welcoming and
inclusive of all
parents.



To involve all parents
in all aspects of their
child's progress and
wellbeing.



To encourage and
empower parents.



To establish the views
and opinions of
parents and act on
them.

ROLES AND RESPONSIBILITIES

The School

Communicating the curriculum clearly to all parents.

Regularly keeping parents informed of their child's progress and helping parents support their child's learning.

Informing parents of all school events withing appropriate timelines.

Providing opportunities for parents to communicate with the school regularly to provide their feedback.

Listening to the views and concerns of parents.



ROLES AND RESPONSIBILITIES

For Parents

- Read key communications
- Respond and act on these
- Attend meetings
- Return forms
- Communicate absences

- Use the school website 'Parent' tab for key information
- Share important information about your child
 - eg medical/safeguarding

- Raise concerns you have directly with the class teacher in the first instance
- Engage in opportunities to provide feedback



SYSTEMS OF COMMUNICATION

1. Teachers2
Parents App
FOR DAY-TO-DAY
INFORMATION,
REMINDERS,
MESSAGES
BETWEEN
TEACHERS AND
PARENTS AND
SHARING LEARNING.

2. SCHOOL WEBSITE
FOR USEFUL INFORMATION -
TERM DATES, SCHOOL
UNIFORM ORDERING, SCHOOL
LUNHC MENU AND PARENT
SIGNPOSTING.

3. SCHOOL FACEBOOK
FOR SHARING AND
CELEBRATING LEARNING AND
EVENTS inc PTFA

4. TEXT/EMAIL SYSTEM
FROM SCHOOL FOR URGENT
CONTACTS - EG SNOW
DAY/CANCELLED CLUB. Also
TO CELEBRATE POSITIVE
NOTICING

5. NEWSLETTER
CELEBRATING OUR SCHOOL,
SIGNPOSTING, DATES FOR
THE DIARY

6. LETTERS/FORMS HOME
FOR SIGNED PERMISSION FOR
EVENTS/TRIPS and
COLLECTING INFO

7. FEEDBACK AND SURVEYS
FOR GAINING AN INSIGHT
INTO WHAT WORKS
WELL/WHAT CAN BE
IMPROVED

8. ASSEMBLIES AND
PERFORMANCES
FOR SHARING AND
CELEBRATING YOUR
CHILD/REN'S ACHIEVEMENTS

10. END OF YEAR REPORT
STATUTORY REPORTING FOR
PARENTS ON THEIR CHILD'S
PROGRESS AND ATTAINMENT
ONVER THE ACADEMIC
YEAR/OUTCOMES OF ANY
STATUTORY TESTS AND
ATTENDANCE



9. PARENTS
CONSULTATIONS/EVENINGS
FOR DISCUSSING
PROGRESS/ATTAINMENTS/
ATTENDANCE/CONCERNS/
TARGETS



COMMUNICATING PUPIL PROGRESS AND INFORMATION



Parents are:

- invited to attend a meet the teacher meeting in the summer term;
 - invited to attend 2 parents' evenings per year;
 - invited to meetings to discuss their child where the teacher deems it necessary;
 - invited to one-to-one meetings, as appropriate, for parents to discuss and review any individual educational plans;
 - invited to schedule one-to-one meetings with the class teacher in the first instance and as necessary with the mental health lead, SENDCo, Headteacher or other relevant staff member to discuss areas of concern;
 - able to address class teachers at the start and end of the school day at the classroom door for urgent matters;
 - able to view celebration of pupil progress and learning on the school's social channels;
 - able to view celebration of educational achievements in letters home, assemblies, events and presentations;
 - able to view curriculum information on the school Face Book page and on class pages on the school website;
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PROVIDING SUPPORT



The school aims to:



Support parents in every way possible with the educational development and wellbeing of their child.



Run various assemblies, training sessions, coffee mornings or workshops to help parents with issues they and their child may face.



provide details of both internal and external support organisations they can access for their child's or family's needs.

PARENTAL FEEDBACK

The school will consult with parents on various aspects of school life throughout the year:

Questionnaires
will be
available
online.

Parents are encouraged
to provide feedback
through paper and online
consultations and when
they need to additionally
via the school email:
ststephens@andaras.org

The school will
arrange regular
consultations, such as
school forums,
questionnaires,
feedback forms, to
seek parent feedback.

All parental
feedback is valued,
and all responses
are considered.

KEY DOCUMENTS

The school publishes key documents and policies on the school website. Parents can download these documents.

The school aims to create documents that are accessible to parents and easy to understand.

The children are actively involved in helping to create key documents e.g. School Core Values.

