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**Parental Involvement Policy**

In caring about excellence and each other, and in promoting enjoyment and happiness through fulfilment, the members of Longton Primary School community believe in

**CARE through respect, support and togetherness**

**GROW through choice, opportunity and imagination**

**SHINE through challenge, achievement and celebration**

# Longton Primary School Parental Involvement Policy

## 1 Introduction

1.1 This policy should be read with the relevant passages from the following:

* the School Standards and Framework Act 1998, regarding adults working in school;
* the Human Rights Act (October 2000);
* the School Development Plan;
* the school's self-evaluation procedures.

1.2 All parents and carers are equally valued as part of our school community. Children's learning is improved when we work in partnership with their parents and carers, and their wider family. We therefore believe in close cooperation with all families, and in regular consultation between the home and the school.

## 2 Aims and objectives

2.1 Our aims through parental involvement are to:

* enhance the learning experiences of all pupils;
* encourage parents and carers to be involved in the children's learning;
* provide a partnership between home and school, seeking to ensure that families feel welcome and valued;
* ensure that maximum use is made of all these adults' skills to enrich learning opportunities.

## 3 Involvement in the life of the school

3.1 Our school is open to parents and carers at all reasonable times. We have an open door policy and encourage parents to discuss any concerns. We encourage parents to discuss this after school, however if it is an immediate concern the Head Teacher or a member of the SLT will be able to discuss this before school.

3.2 Families are invited to regular events, activities and celebrations that are organised by the school or the parent–teacher association. These occasions provide an opportunity to celebrate success, and a viewing public for a lot of the pupils' work and achievements.

3.3 Regular newsletters are sent home, and each class has a web page blog that is updated at least once a week. Photographs of special events are also shared on the website.

3.4 Parents and carers can view all of the statutory information and school policies on the school website.

## 4 Involvement in children's learning

4.1 Parents and carers can to talk with teachers after school on an informal basis on most days.

4.2 Appointments to see a teacher or the headteacher can be made through the school office, and can be set up for as soon as required in most instances.

4.3 There are two parents evening for parents and carers to have a formal discussion with their child's teacher. Teachers value these opportunities to celebrate success, review learning targets and listen to parental views.

4.4 An annual report on each child's academic and personal development is made available in the summer term. A response reply form is attached for comments and feedback from parents and carers. They may request a meeting with the teacher to discuss the contents of the report.

4.5 Regular curriculum workshops will be organised to assist parents and carers in supporting their child's learning. In addition we have afternoon teas, which are an opportunity for parents and carers to share their views on school in a relaxed forum.

4.6 Policy documents, schemes of work and National Curriculum guidance are readily available for parents and carers to view on the school website.

4.7 Curriculum letters are sent to each family at the start of each term, detailing the aspects of learning that each child will undertake, and how families might support that learning, for example, by visiting museums, galleries, websites and so on. These are also on the class website area.

4.8 The website contains information about the life of the school and the work of the children. There is information about the curriculum and links to useful educational websites parents and carers might like to view to learn more about their child’s learning.

4.9 All recorded school assessments as well as records of progress and achievements are also readily available, as appropriate, to each child.

4.10 Parents and carers are invited to an annual class assembly, when children have the opportunity to talk about their work. In addition we have a whole school achievement assembly held at St Andrew’s Church which all parents and carers are invited.

## 5 Types of help at school

5.1 Each term, through a parentmail letter from the headteacher, we invite parents and carers to offer their services at school. They are asked to help look after groups, and to help with various activities (e.g. listen to children reading, or lend a hand with activities of a practical nature).

5.2 Parents and carers offer valued support when they respond to invitations to accompany school groups on educational visits, including, in some instances, assisting with transport arrangements.

5.3 Parents and carers are invited, where possible, to visit classes and groups of children to give talks or demonstrations on areas of interest in which they are experts.

5.4 The governing body will seek parents who are willing to serve as members of the school governing body. These will be elected by other parents and carers. Parent governors are able to represent the views of parents and carers on the governing body.

5.5 We value the work of the Association. This body of parents and carers and school staff works voluntarily to raise money for the school.

## 6 Organisational arrangements

6.1 It is necessary to organise a personal background check with the DBS Disclosure and Barring Service on any person who will be working with children in school on a regular basis, prior to that person's involvement.

6.2 Insurance cover is in place for parents' and carers' work at school, but those involved in transporting children in private vehicles will have to check their own insurance arrangements in this regard.

6.3 All helpers are asked to sign in and sign out of school when visiting, for security reasons.

6.4 All helpers working with children in class are asked to check the purpose and details of the activity, before commencement, by talking with the teacher.

6.5 All helpers are asked to inform the school, in advance if possible, should they be unable to attend school at a prearranged time.

6.6 All helpers will be reminded of the confidential nature of their work in school. Normally parent helpers will not work in the same class as their own child.

## 7 Consultation

7.1 Our home–school agreement, signed by pupils, parents or carers and the school, details the responsibilities and expectations of all parties.

7.2 The school will make every effort to consult parents and carers, both formally and informally, about their views on school life, children's learning and new initiatives.

7.3 Parents or carers of a child with a disability are asked to keep the school fully informed about any relevant issues, so that the school can make all reasonable efforts to meet the requirements of that child.

7.4 The school values regular feedback, and will make every effort to act on parents' and carers' views, wherever possible.

7.5 Teachers (including the headteacher) can be approached informally, and will always take careful account of any information forwarded to them.

7.6 Periodically, the school will seek parental views more formally, through an annual survey, or a questionnaire on a particular theme.

7.7 Before an Ofsted inspection parents views will be asked for. After an Ofsted inspection, parents and carers will receive a summary of the findings, and later on, they will be sent a summary of the action plan written in response to the report.

## 8 Monitoring and review

8.1 The headteacher and deputy headteacher will monitor the implementation of this policy, and will submit periodic evaluation reports on its effectiveness to the governing body.

8.2 This policy will be reviewed in line with the policy cycle.

### Signed:

### Date: