

Home - School Partnership Policy

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Last review date:		May 2021		
Next Review date:		May 2024		
Review Cycle:		3 years		
Statutory Policy:		No		
Publication:		Website. G/Policies		
Date	Version	Reason for change	Overview of changes made	Source
30.03.21	0.1	Parent Partnership policy amalgamation with Home-School Link Policy	Policy amalgamated and name changed to Home School Partnership Policy to reduce duplication. This policy replaces both Home School Link, and Parent Partnership policies. SLT	SCC
29.04.21	0.2	Board lead review of Policy change	No changes. P Lovern	
14.05.21	1.0	Board review	Ratified.	

Parent Partnership Policy

At The Staffordshire Schools Multi Academy Trust we recognise the importance of working in partnership with parents and carers to ensure that every child is happy, healthy and safe whilst in our care. A close working partnership between Trust schools and parents is seen as being central to a child's progress and well-being.

We therefore aim to keep parents and carers fully informed of policies, events and activities at the Trust, by sharing information with them, answering questions and addressing any concerns, and by encouraging them to participate in the life of the Trust.

We do our best to keep parents informed about the Trust/school by:

- Holding a Welcome evening for parents of new entrants in the Summer Term. School procedures, and especially organisation in the Foundation Stage Class, are explained and any questions answered. Events are also organised for children to attend their new classes and meet their new teachers.
- The teacher with responsibility for the Foundation Stage Class liaises with Pre-schools.
- We invite parents to visit the school or Care Club before their children start if out of usual admission times.
- We give all parents a copy of our Welcome Pack when their child is accepted at a Trust school, this outlines how the schools operate and include useful information and contact details.
- We give all parents a copy of our **Club Handbook** if children will attend Care Club, which outlines how the club operates and includes contact details. We also give parents a copy of our **Behaviour Management** policy and, for EYFS children, information about the role of their child's key person.
- We notify the parents of their child's key person when they start.
- We make all of our policies available for parents to consult whenever they like.
- We produce information weekly to keep parents up to date with news, events, new staff, changes etc. This comes in different forms at different schools, but can always be found on the school website.
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- We send home an annual written report on each child's work in the Summer Term, and parents are given the opportunity to discuss the contents if required.
- We hold Parents evenings in the autumn and spring terms. Informal parents evenings are also held regularly.
- We give parents the opportunity to discuss the Foundation Stage Profile and targets set, in the summer term.
- We hold informal discussions with parents as necessary. We have an open door policy.
- There is the opportunity for daily contact between parents/carers and teachers.
- We can be contacted at all times, via telephone and email
- Parental concerns may be brought to the Headteacher, CEO or the Board of Directors/Governors via any Director/Governor.
- The Headteacher endeavours to resolve individual problems on a one to one basis with parents as soon as possible.

We actively welcome parents and invite their input into the Trust in the following ways:

- We collect information from parents which will help their child to settle at school and Care Club (via the **Registration** and **Medical** forms and, for EYFS children, the **All About Me** booklet).
- We involve parents in settling their children in (in accordance with our **Child Induction & EYFS** policy).
- We consult fully with parents to establish the care requirements for children with additional needs.
- We greet all parents when they arrive to collect their children, and exchange any relevant information (eg any accidents, participation in today's activities, etc).
- Parents are invited to school concerts, Sports Day, Harvest Festival, end of term services, and to Worship/Achievement Assembly.
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- We conduct an annual satisfaction survey of parents and children to gain regular feedback.
- There are flourishing and supportive P.T.F.A's. The Headteacher is a committee member and attends meetings, acting as liaison between P.T.F.A. and school.
- We encourage parents to volunteer, share specialist skills/knowledge, help on outings, etc. Parents with particular expertise are invited to get involved in specific projects – e.g. Christmas play costumes, sports coaching etc.
- We obtain parental permission for outings, photographs, applying sun cream, etc.
- We can arrange for parental discussions with staff outside of school or Care Club hours if necessary.
- We respect parents' input and opinions by responding promptly and appropriately to any complaints, in line with our **Complaints** policy.
- Parents are invited to curriculum training workshops, e.g. the teaching of reading, maths etc.

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2014): Learning and Development Requirements [1.1]; Areas of Learning and Development [1.10]; Safeguarding and Welfare Requirements [3.27]; Before/after school care and holiday provision [3.40]