



**Wistaston Church Lane Academy**

*"We will challenge, excite and encourage a love of life and learning in every child"*

**Parent Partnership Policy**

## **Parent Partnership Policy**

### **Policy Details**

**Reviewed:** February 2022

**Next review:** February 2025

### **Policy history:**

February 2022	Policy Written	Amanda Wrigley (Leading Parent Partnerships Lead)
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This policy was reviewed by the Local Advisory Board in Term 4, 2021 to 2022.



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### **Parent Partnership Policy**

At Wistaston Church Lane Academy, we place high value on the need to have a strong Partnership with parents, and value parental involvement in the life of our school. Throughout the policy the term 'parent' is used to refer to parents, guardians and carers.

We are committed to establishing and maintaining an effective and purposeful working relationship between home and school.

### **Parental Involvement and Links**

We aim to:

- Be open and honest with our communication with parents
- Empower parents so they feel actively involved with their child's learning and their progress
- Build strong, respectful partnerships with all parents
- Communicate effectively, clearly and using specific communication methods, without using jargon
- Provide effective induction for all parents
- Establish and act on the views of parents

In order to have a strong partnership and good communication with parents we:

- ensure that all written communication is 'user friendly', useful and informative.
- publish regular informative whole school newsletters
- maintain and develop our school website, ensuring that it is updated regularly
- welcome any parents who want to visit the school by appointment
- hold regular parent consultations
- will offer to translate letters to parents who require this
- will work with specific parents to include their specific needs and disabilities

Our communication methods are:

- Face to face – touching base with parents as much as possible
- Over the phone – if we are unable to speak face to face
- School newsletter – a weekly newsletter to share news and information
- Other letters – these are only sent out if something is class or year group specific, e.g. to share news about a school visit
- Email – newsletters and other letters are sent by email. We also contact individual parents in this way if we need to send a letter. On occasion, other important messages may be sent by email.
- Text – reminders are sent by text message
- Website – this is updated regularly with information about the school
- Facebook – sharing of reminders and news about the school
- Twitter – we use this to share photos of the children's learning

To actively involve parents/carers in the education, progress and well-being of their child we:

- Hold Welcome Meetings for new Reception parents
- Hold Welcome Meetings to each new year group (either at the end of the summer term, or at the start of the autumn term)



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- Introduce ourselves to new parents of children who join the school part way through a year
- Hold two parent consultation meetings each year:
  - Autumn 1: a chance to get early feedback on how children are getting on in their new class
  - Spring 2: a chance to share progress over the year
- Send a written annual report to parents
- Hold workshops on different subjects when staff members are able to run these
- Hold information evenings before residential visits
- Seek to ensure that all relevant school policies are effective and easy to read; key policies are available on our website and as hard copies
- Request that all parents sign a home/school agreement
- Involve parents in supporting their child's behaviour and well-being
- Work closely with parents to improve attendance and punctuality

We aim to involve parents in enhancing their child's learning by:

- supporting with home practice
- offering the chance to volunteer in school or on school visits (although we cannot accommodate all requests) – volunteers will be DBS-checked
- attending school performances, events and celebrations
- becoming involved in school projects
- joining or supporting The Friends of Wistaston Church Lane Academy
- Having informal discussions with staff members
- Becoming parent Local Advisory Board members

To provide good induction for all groups of parents we:

- Ensure that our prospectus is detailed, informative and up-to-date
- Ensure that our website is detailed, informative and up to date
- Ensure that our social media accounts are interesting and up-to-date
- Provide opportunities for all prospective parents to find out about our school
- Ensure information is produced and distributed appropriately, taking account of parental needs and views

To establish the views and opinions of parents/carers of the school we:

- Provide opportunities for parental questionnaires and inform parents of the results
- Ask parents to evaluate key events in school
- Seek parental consultation on key issues in school through our Parent Partnership Group



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#### **Parent Partnership Group**

The Parent Partnership Group is a valuable way to share ideas, views, concerns and make suggestions for improvement in order to improve the education and experience of our children and families

The aims of the group are to:

- Work together to for the good of all children in the school
- Share information, knowledge and skills
- Meet in a supportive environment
- Further improve communications between parents and staff members and the Local Advisory Board

The group is informal and has no official authority. It is an important way for the school to consult with parents.

#### **How is the group put together?**

This is made up of a group of parent volunteers, the Parent Partnerships Lead, a School Senior Leader and other staff members. This may depend on the nature of the agenda.

Any parent of a child at the school is welcome to volunteer to be part of the group, but maximum membership is of ten people in order to make meetings productive. Parents put themselves forward to become members by contacting the school.

Meetings will be led by the Parent Partnerships Lead and meetings usually take place once a half-term. Meetings are expected to last for no more than an hour.

#### **Why should I be part of the Parent Partnership Group?**

It will give you an opportunity to get together with other parents to have your say on what the school is doing well and suggest ideas of how things can be improved. Each meeting, there will be a new topic discussed.

#### **What will be discussed at the meetings?**

A range of topics related to improving our school and further develop the partnership between schools and parents. The meeting will be informal and are an opportunity for an open discussion. Minutes of the meeting will be taken by our office manager. The agenda and minutes will be available for everyone to see on the school website.

#### **What will NOT be discussed at the meeting?**

Concerns or complaints involving individual children, parents, families or members of staff. These issues should be raised with the class teacher and/or Senior Leader at another time and place.

#### **How can I suggest a topic for the meeting?**

The agendas will be set prior to the meeting. If you have a suggestion of a topic for a forthcoming meeting, please email the school office and we will consider this for a future meeting.

#### **Potential Discussion topics:**

Mental health and wellbeing of children, parents and staff



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- Home practice
- Surveys
- Before and after-school care
- Communication
- Special Events
- Parents evenings
- Curriculum events
- Reports
- Charity events
- Healthy Schools

**Overview of Parent Partnership group**

A group to:	NOT a group to:
<ul style="list-style-type: none"><li>✓ Give opinions and thoughts on items on the agenda</li><li>✓ Suggest improvements and volunteer ideas</li><li>✓ Suggest items for future agenda items</li><li>✓ Have open discussions</li><li>✓ Listen to each member of the PP group</li><li>✓ Have informal discussions</li><li>✓ Be supportive of the school and staff to improve activities and experiences for the children</li></ul>	<ul style="list-style-type: none"><li>✗ Share concerns about individual children/staff</li><li>✗ Share confidential matters</li><li>✗ Have authority over stake holders</li><li>✗ Expect that all ideas and feedback will be acted on</li><li>✗ Challenge members of staff on measures or policies currently in place</li></ul>