



Partnership with Parents Policy

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| Policy agreed by: | Headteacher |
| Date of policy: | June 2023 |
| Review frequency: | 3 years |
| Date of next review: | June 2026 |



A Partnership – Parents and Red Gates School

Red Gates School works with parents and carers to provide an educational environment where children can be safe, secure and healthy, enjoy learning and achieve to the best of their ability, becoming as independent as possible.

The staff members at Red Gates recognise the importance of developing a partnership with parents, listening to what they say and treating their contribution as intrinsically important to the development of pupils. Mutual respect will always be advocated at Red Gates, as will the recognition of equality between parents and professionals. Our practice will actively reflect the Statutory Code of Practice on the Duty to Promote Race Equality, and equality of opportunity and good race relations across all areas of school activity. Promoting race equality is central to the ethos at Red Gates. The following elements are vital within this partnership:

- Sharing of information and skills
- Sharing of feelings
- Sharing of the process of decision making
- Recognition of the individuality of families and the uniqueness of the child
- Shared responsibility for the development and progress of pupils

The needs of individual families will vary between families and across time. Therefore, it is necessary for the school to develop flexible working systems to facilitate the elements previously stated so that families and staff can work positively and creatively together.

Opportunities for working together

Parent/teacher consultation meetings

The aim is to share information between staff and parents.

Autumn term

A Starter Programme is organised for all new parents, giving them the opportunity to come into school for Stay & Play sessions before their child starts school and to meet and find out about other professionals who can support them. In October, all parents will be offered appointments to meet with the child's class teacher for a Personalised Plan meeting. They will be invited to contribute to priorities and targets for their child's Personalised Plan, which will derive from

the child's Education, Health and Care Plan (EHCP). The aim is for the targets to be challenging yet realistic, and to provide opportunities for pupils to generalise their learning to contexts outside of school. This approach should enable parents and professionals to share skills and information, developing mutual respect and a positive working relationship.

Each term, parents/carers are invited to join their child's class for a session in order to find out more about the strategies used to support their children at school, and to obtain ideas on how they can support learning further at home.

Spring term

In February, all parents will be invited to attend another Personalised Plan meeting. They will discuss the progress made with regards to their child's previous Personalised Plan and agree on targets for the next Personalised Plan.

Parents/carers of Year 4 & 5 pupils are invited to a coffee morning for an introduction to the transition to secondary school process. This provides an opportunity to ask questions, meet with other parents and learn more about the transition process.

A programme of family learning sessions is organised to give families an opportunity to find out how things are taught at school and apply these skills at home, e.g. developing communication skills, being active, messy play and musical activities. Each year, the programme is developed as a result of parent and staff feedback, as well as the school's development priorities.

Summer term

A programme of parent workshops are organised to give families an opportunity to find out how things are taught at school and develop skills to support children's learning at home, e.g. Makaton signing, developing reading and writing skills, and emotional regulation

Reports are written by class teachers in conjunction with class teams in June, and are then sent home along with the evaluated Personalised Plan targets for the term. Parents are invited to a short initial meeting with their child's new class teacher once they have received their report.

School-aged siblings are invited to join classes for an afternoon in order to experience motivating activities alongside their siblings during the summer term.

Parent information and support meetings

The school organises 'Chill & Chat' sessions run by the Family Liaison Officer. It's an opportunity for parents/carers to socialise and support each other, as well as share solutions to common issues. The focus of some sessions is for parents/carers to relax and enjoy themselves, e.g. Christmas craft making and pampering sessions. Guest speakers from various organisations are invited to some Chill and Chat sessions in order to provide information on the services they offer, e.g. representatives from 'Parents in Partnership', the National Autistic Society and the Local Authority.

Communication clinics provide opportunities for parents/carers to meet with relevant professionals within the school on a 1:1 basis, in order to discuss issues/concerns, and work in partnership to develop potential strategies and solutions.

Annual review meetings

Annual review meetings are held with parents/carers annually (bi-annually for pupils under 5 years old). The parents, a member of the senior leadership team, the class teacher and other relevant professionals review the child's Education, Health & Care Plan (EHCP), celebrate the child's progress and achievements, and set targets for the next year, where appropriate.

During annual review meetings, pupils' personal progress and achievements are shared through SOLAR, an online assessment tool that is used across the school to record and share progress in academic and non-academic areas. Parents/carers are able to remotely access their child's assessment page on SOLAR, and contribute towards the assessment page by emailing the class team.

Home visits

New parents will be offered a home visit and their decision will be respected. It is an opportunity for the family, teacher and member of the support team to meet each other and share information about the child.

Home visits are recognised as being extremely valuable for new pupils and parents, and will take place during the child's first half term in school. Outcomes of visits inform the child's pen portrait and risk assessment.

Communication systems

General information is available on the school's website:

www.redgates.croydon.sch.uk

Telephone

Parents can phone at any time during the school day and a message will be taken. An appropriate member of staff will return their call as soon as possible. This form of contact with parents is very valuable and therefore, a reliable contact number is essential. If a parent urgently needs to speak to the class team, this will be accommodated as far as possible. Alternatively, parents may prefer to communicate with the class team via the class email address.

Text Messaging

The school uses a text messaging system, 'Teachers2Parents', to contact parents quickly and efficiently. This can be used to contact parents about school closures, meetings, upcoming events, etc.

Home school book

The class staff team write in the home school book daily, which contributes to building up a relationship with the parents. It is a means of communicating

between the parents and the class team. Information can be shared and queries asked and answered.

Content guidelines:

The dialogue should be friendly and informative.

Parents are strongly encouraged to write, ideally daily, or at least once a week. The teacher and teaching assistants from the class team can write in it, although the class teacher has ultimate responsibility for overseeing the writing of the home school books. Families are also encouraged to write comments on pupils' home learning feedback forms to ensure that home learning remains motivating and appropriate to pupils.

The home school books can also be used to write to carers, families, Calleydown and other respite care provision.

The school nurse, therapists and parents/carers can also communicate with each other using the book.

Behaviour documents

Class teachers with support from the Behaviour Team will write a behaviour document for each child at the beginning of the school year. These will be either a BSC [Behaviour Support Considerations], BSN [Behaviour Support Needs] or BSP [Behaviour Support Plan]

These documents are shared with parents who are asked to sign them and also shared with Transport teams if parents agree.

Behaviour documents are updated as needed through the year and all are updated once a year in the Autumn term.

Letters to parents

Official letters

Letters inviting parents to parent/teacher meetings and annual reviews will be sent by either admin staff or the class teacher.

General information letters

A termly programme of school events /meetings will be sent by the admin staff.

Letters about special events may also be sent home, e.g. someone raising funds for the school. The letter will be written by the appropriate person and then approved by the Head prior to being sent to parents.

Letters inviting parents to contribute to educational visits will be written by the class teacher and approved by the Head prior to being sent home.

Half-termly letters to parents from the Head Teacher with news and detailing events that have happened that term are emailed to parents.

Information about parent information and support groups will be sent by the member of staff organising the group.

Termly newsletters are written by pathways and posted on the school's website. Texts are sent home to alert parents of these.

Information for new parents

New parents will be directed to the website, given the school's brochure and relevant school policies.

Friends of Red Gates (FoRGs)

FoRGs committee, consisting of parents, staff and friends, organises various events to raise funds for the school. These include quiz nights, sponsored walks/swims and cake stalls. The money raised contributes to the funding of educational equipment and activities, as well as Christmas presents for the children. Termly general meetings are held, when all parents are invited to attend and to be involved in FoRGs.

Parent volunteers

Parents are welcome to assist in various class activities not necessarily in their own child's class, e.g. swimming sessions, educational visits. References are sought and a DBS is necessary for all volunteers.

Parent governors

The parent governors, as part of the full governing body, influence developments to improve the quality of education provided at Red Gates. They are considered as a great asset to the school.

Conclusion

Through implementation of this policy the school aims to empower parents to play an active role in their child's education.

Reviewed June 2023

Headteacher

Date

Chair of Governors

Date