



HARMONIZE ACADEMY

COMMUNICATIONS WITH PARENTS and CARERS POLICY

POLICY WRITTEN BY:	PRINCIPAL
DATE POLICY PREPARED:	MARCH 2013
DATE FIRST RATIFIED BY GOVERNING BODY:	APRIL 2013
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DATE FOR NEXT REVIEW:	SEPTEMBER 2025

Trust, Respect, Compassion, Forgiveness

Communications with Parents and Carers Policy

1. Purpose

The purposes of this policy are to:

- promote parent/carers participation to support their child's education
- provide a framework for effective Harmonize Academy partnerships with parents/carers.

See further guidance here: <https://www.gov.uk/government/publications/working-together-to-improve-school-attendance/toolkit-for-schools-communicating-with-families-to-support-attendance>

NB All references in this policy document to "parent" or "parents" cover those undertaking a parental role, including guardians and carers.

2. Principles

- 2.1 All parents have knowledge, skills and resources that support their children's learning in the Academy and have a strong complementary role to play in their children's learning and behaviour.
- 2.2 Parent participation is very important to pupil achievement and the success of the Academy. Effective partnerships between schools and families foster pupil learning and contribute to the general climate and development of schools. Comprehensive parent participation is valued and encouraged at all levels of the system.
- 2.3 The Academy aims to acknowledge, encourage and extend parent participation by:
 - creating an environment in which the participation of all parents is welcomed, where teachers and parents treat each other with mutual respect and where differing views and opinions are considered and discussed with a view to finding solutions;
 - involving parents by consulting with parent representatives on Academy development issues, including parent representation on the governing body, committees and advisory groups;
 - encouraging parent participation as volunteers where appropriate to support classroom activities;
 - promoting relevant, accurate and timely communication between the Academy and families about pupil progress, academy programmes and policies with respect for the diversity and differing needs of families;
 - developing academy programmes and strategies that encourage and assist parents to actively participate in their children's education both at the Academy and at home;
 - connecting children and families with community and support services;
 - supporting programmes and activities designed to develop parenting skills; and
 - providing information about the benefits of parent participation and enhancing the skills of teachers and parents in developing effective home-Academy partnerships.

3. Responsibilities

3.1 Responsibilities of the Principal.

The responsibilities of the Principal are to:

- establish an environment that welcomes and encourages all parents to raise questions, participate in Academy activities and volunteer their services where appropriate, in a variety of ways;
- ensure that parents are treated as collaborators in children's learning;
- ensure that parents' views are sought in developing policies and addressing Academy-wide issues;
- ensure an Academy-wide approach to communication with parents about policies, activities and reporting on pupils that is frequent, clear and two-way; and
- report on parents' participation at governors' meetings.

Responsibilities of Teachers and Support Staff.

The responsibilities of teachers in parent participation are to:

- acknowledge that all parents have positive strengths that contribute to their children's learning;
- respect diversity of family backgrounds and cultures and their contribution to children's learning;
- encourage parents' involvement in their children's learning and provide advice to support the environment; and
- provide clear and timely information to parents about the achievements and progress of their children and provide regular opportunities for two-way dialogue about progress.

Responsibility of Parents

- Parents need to comply with all relevant policies, procedures and guidelines.
- Parents who have a concern about any issue should contact their child's tutor in the first instance.
- Parents who become party to confidential information must agree not to divulge the information to any other person.

Monitoring, Evaluation and Review

The Governing Body will review this policy at least every three years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the Academy.