

# Parental Involvement Policy

Port Ellen Primary School and ELC

Date of last review:

March 2025

Review Date:

March 2027

## Aims

We recognise the importance of ensuring we have a strong partnership with parents / carers and value parental involvement in the life of the school and ELC. We believe that education is a collaborative enterprise involving parents / carers, staff#, children, the Local Authority and a range of other agencies. We are committed to establishing and maintaining an effective and purposeful working relationship between home and school / ELC.

## UNCRC

The United Nations Convention on the Rights of the Child (UNCRC) sets out that every child has the right to their parents being supported and involved in their child's education [Article 5, 18]

## Rationale

Port Ellen Primary School and ELC recognise that education is a partnership between home and school. The Scottish Schools (Parental Involvement) Act 2006 underpins this.

***Governments must respect the rights and responsibilities of parents and carers to provide guidance and direction to their child as they grow up, so that they fully enjoy their rights. This must be done in a way that recognises the child's increasing capacity to make their own choices. [Article 5, UNCRC]***

We aim to:

- provide an effective induction for all groups of parents
- empower all parents to play an active part in their child's learning
- have a strong partnership with all parents
- ensure that all communication with parents is effective and clear
- actively involve parents in the education and progress of their child
- make good use of parents' expertise and willingness to enhance their own learning and that of their own child and other children and to actively involve them in school life
- establish, and act upon, the views and opinions of parents

## Positive Relationships

Strong partnerships with parents begin whenever children come into ELC. To have a strong partnership and good communication with parents/carers we:

- ensure that all written communication is "user friendly", useful and informative.
- publish regular informative whole school newsletters
- make use of email, messaging, Seesaw to maintain relationships and keep parents informed
- maintain and develop our school website
- have an open door policy for parents to visit the school

- hold parent meetings and meet with parents if requested at times which are mutually convenient
- invite parents regularly into the school and ELC to attend open afternoons, share learning and attend cultural celebrations, sports day, assemblies etc

### **Sharing Progress & Achievement**

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

- hold Induction Meetings for parents of children starting in ELC and children about to start P1
- ask parents / carers of children in ELC to complete an All About Me at Home before their child starts and this information is discussed with CCEW during induction. Termly More About Me are then completed to ensure information is up to date
- share learning and next steps through individual observation sheets and Learning Journeys in ELC
- hold two parent consultation meetings each year
- hold regular review meeting of children who have Universal Child Plan (UCP)
- send written annual reports at the end of each year
- 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
- involve parents in supporting their child's behaviour and well-being
- encourage parents of children in the ELC to come into school with their child each morning to settle them in, support their learning and speak with staff if necessary. If necessary this can be extended for children in P1
- work closely with carers to maximise attendance and minimise lateness
- Seesaw is used holistically to share day to day learning, targets, progress and achievement, feedback and next steps and general information about the life and wider learning in school to provide an in-depth personal learning profile (PLP)

### **Involving Parents in Learning**

To make good use of parents/carers' expertise and willingness to enhance their own learning and that of their own and other children and to actively involve them in school life we encourage parents/carers to:

- volunteer to support in school e.g. Scotland Reads, getting involved in class topics
- attend school performances, events and celebrations
- become involved in school projects
- join or support Parent Council
- work with staff and children to plan learning, especially in ELC and P1/2
- attend regular open afternoons to celebrate learning e.g. at end of topics, during National Science and Engineering week, celebrating Book Week/Maths Week
- support children with their personal learning – personal topics and extended Endeavour projects in the upper school
- attend ELC Stay and Play sessions

## **Induction**

To provide good induction for all groups of parents/carers:

- in ELC parents get an opportunity to visit the setting along with their child to meet the child's key worker, discuss the All About Me form and see how the setting operates.
- We ensure that our handbooks for both ELC and the school are detailed, informative and up to date
- We ensure that our website is detailed, informative and up to date
- We provide opportunities for all prospective parents to find out about our school e.g. ELC parents get a chance to visit the setting, P1 parents have a meeting with the HT and P1 teacher
- We provide opportunities for parents to discuss all transitional decisions
- We ensure information is produced and distributed appropriately, taking account of parental needs and views
- We make use of technology to support transitions for children and parents e.g. video clips of the school, virtual classrooms
- A Starting School booklet is shared with new P1 parents

## **Sharing our Vision**

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

- make use of parental questionnaires and inform parents of the results
- seek parental consultation on key issues in school
- share our Standards & Quality report and School Improvement Plan with parents, trying to keep this jargon-free
- consult with the Parent Council on key policies and procedures
- use Seesaw to share the school's vision and ask for parental responses.

## **Family Learning**

Family learning encourages family members to learn together, with a focus on intergenerational learning. We try to enable parents to learn how to support their children's learning by:

- seeking parental views on what is needed
- posting termly topic webs and virtual classrooms with links to learning resources that are suited to what children are learning in class at the time
- hold workshops on internet safety, supporting children with literacy
- signpost events related to topics of interest e.g. addressing dyslexia, autism awareness, Alert programme
- signpost other resources and learning opportunities that are available locally to support families
- offering Stay and Play opportunities in ELC

## **Monitoring and Review**

The Head Teacher, in collaboration with staff, will regularly monitor, evaluate, and review the effectiveness of this policy. The policy and procedures will be adjusted as necessary.