



St John's Primary

Parental Involvement Policy

INTRODUCTION

This policy describes how St John's Primary School plans to give parents the opportunity to express their views and have these taken into account on matters affecting the education of their children, the school's arrangements in promoting parental involvement and engagement and other matters or issues of interest to parents. This policy is written in line with *The Scottish Schools (Parental Involvement) Act 2006*.

CONTEXT

The Scottish Schools (Parental Involvement) Act 2006 is about improving parents' involvement in their own child's education and in schools more generally and to help parents, carers and schools work together as partners in children's learning. The Act aims to help parents to be:

- Involved with their children's education and learning
- Welcomed as an active participant
- Encouraged to express their views on education

CONTRIBUTION TO THE OUTCOME DELIVERY PLAN

St. John's Primary's Parental Engagement Policy relates directly to the following outcomes in East Renfrewshire Council's current Outcome Delivery Plan (2019-2022):

S1: All children in East Renfrewshire experience a stable and secure childhood and succeed.

1.2 Parents provide a safe, healthy and nurturing environment for their families.

S2: East Renfrewshire residents are healthy and active and have the skills for learning, life and work.

2.2 Children and young people are included.

2.3 Children and young people raise their educational attainment and achievement and develop the skills they need.

VISION

St John's worked with our cluster to create a joint vision, values and im statement. Our Vision Statement is:

In St Luke's cluster we nurture every child's unique God given talents to enable them to flourish in a climate of high expectations, innovation and creativity.

All members of staff have a role to play and a valuable contribution to make in achieving this objective which is central to everything that we do in St John's Primary. Parents have a vital role to play in supporting their children's learning and it is our aim to provide all parents with the opportunity to do this.

OUTCOMES - The General Duty

We will fulfil our statutory obligation by;	Outcomes
Involving parents in their own child's education.	Higher levels of parental involvement in their children's learning and the life of their school.
Giving advice, information, support and learning to parents in respect of their child's own learning.	Greater number of parents satisfied with the information they receive to help develop and support their child's learning at home and in the community. More and varied information is provided for the parents on the school website and in ways suitable to the needs of all parents.
Promoting and supporting the operation of the Parent Council in St John's Primary.	Parent Council operating effectively.
Maintaining and monitoring a complaints procedure.	Parents are satisfied with the way their complaints are dealt with and information from complaints is used for improvement and service planning.

ACTIVITIES

[Involve the parents in their own children's education, and that provided by St John's Primary to its pupils generally.](#)

In St John's Primary, we recognise that parents, carers and families are the most important influences in a child's life and their support can play a vital role at all stages of education.

We understand the importance of involving parents in all decisions affecting their children's education and learning. Through engaging with our parents we are giving them the chance to understand the role that they play in their children's learning and development and we are fostering parental involvement.

Involving all Parents in the life of the School

- Our school is a welcoming place with space for parents.
- There are opportunities for parents to meet with practitioners to discuss their children's progress at various times during the day or school session.
- Parents are encouraged to get actively involved at various times, in both regular (such as weekly commitments) and infrequent activities.
- Our School Improvement Plan identify priority areas in which parents can become involved to raise attainment for all across children's learning.
- There is an appointed School Parental Engagement Coordinator to support parental participation in identifying priorities for school improvement plans and in evaluating the impact of the action taken.
- St John's Primary provides general information to parents through school newsletters, the school website and Twitter.
- Parents will be given opportunity and encouragement to review progress and plan next steps with particular relation to the School Improvement Plan.
- St John's Primary takes account of children's wider experiences in and out of school e.g. celebrating children's personal achievements at assemblies and on social media.
- St John's Primary supports parents through provision of the necessary information and encouragement to promote consistency of approach to learning in school and at home eg. Curriculum based evenings, information leaflets and social media.
- St John's Primary takes account of the skills and experiences which parents may have to enhance the curriculum in and out of school e.g. Parent Helpers, World of Work Week and parental involvement in after-schools clubs.
- St John's provides a range of activities, resources, courses and workshops to stimulate "lifelong learning" for both children and adults.
- Parents will be given opportunities and encouragement by St John's Primary in reviewing progress and planning next steps with particular relation to pupil profiles.

Getting it Right for Every Child

St John's is committed to Getting it Right for Every Child (GIRFEC). We are working to ensure that parents are engaged in this process to ensure that their children and young people are:

- Safe
- Healthy
- Achieving
- Nurtured
- Active
- Respected
- Responsible
- Included

- Family support, and where appropriate, advice on the support available will be offered by St John's Primary. The school will involve parents throughout the process of offering additional support to their children through the 'Getting it right for every child' (GIRFEC approach). We do this by fully embedding the STINT process and utilising My World Triangle. Regular programmes of review meetings and support programmes are in place.
- A high level of coordinated support will continue to be made available by St John's Primary to parents whose children may be identified as at risk of underachieving e.g. lowest 20% support programme in place to build capacity with class teachers, rigorous data analysis.
- St John's Primary School, with the support of the authority and partner agencies, will support parents of looked-after children, where appropriate, as well as non-resident parents and other parents/carers to make it possible for them to be included in their child's education.
- Curriculum for Excellence promotes St John's Primary and parents to work in partnership with agencies to improve learning and education and to encourage all children to become:
 - Successful learners
 - Confident Individuals
 - Responsible citizens
 - Effective contributors
- In St John's we understand that we have a duty to help ensure parents understand the key highlights of The Children and Young People Act (2014) while ensuring we meet all duties that the legislation places upon us as a school.

LEARNING AT HOME

Give advice and information to parents in respect of their own child's learning.

'Parents, carers and families are by far the most important influences in a child's life. Parents who take on a supportive role in their child's learning make a difference in improving achievement and behaviour.'

Guidance on the Scottish Schools (Parental Involvement) Act 2006

St John's believes that parents are the first and on-going educators of their own children and, as such, should receive information and support to help develop their child's learning at home and in the community.

Learning at home is a way to identify and build on how parents already support their children's learning, to make clear links between learning in school and to encourage children and young people to become independent learners.

- The Head Teacher and St John's Primary school staff are available to give advice and information to parents, in a manner consistent with the authority's duties under the Scottish Schools Parental Involvement Act.

- Staff keep parents informed of what their children's weekly home learning tasks will be via homework diaries or letters so that they can discuss this with their children at home.
- Parents and class teachers can tackle areas of concern together via a 'note' in the diary, using it as an informal means of communication.
- There are open channels of communication with an 'open-door' policy so that parents feel comfortable talking to teachers about how children's learning could be supported at home.
- Parents support their children's learning by helping with homework tasks and making links with the wider world.
- Parents and children know that everyone's contribution is valued.
- St John's Primary will continue to give specific and detailed advice and information to parents on their child's education. We will ensure that parents understand the purpose of the different forms of assessment and that terminology is well explained.
- St John's Primary will affirm the role of the parent as co-educator by actively seeking the views of parents on their child's progress in learning, taking these into account and valuing the learning that takes place in the home.
- St John's Primary will include information about the opportunities provided for parents to become involved in their child's learning and the life of the school in the School Handbook. The Handbook will be updated in consultation with parents and pupils on an annual basis. It will be available on the school web site as well as in hard copy format.
- Parents of looked-after children, who still have contact with them, and other parents/carers will receive regular information on their child's learning, including reports, unless the child's social worker advises that there are good reasons not to do so. St John's Primary holds regular Social Work meetings as appropriate, where school reports are included.

REPORTING

Reporting makes the child or young person's learning and achievement explicit to all and helps engage parents actively in their child's learning. It encourages active parental engagement as well as providing information and feedback to them on their child's progress and achievements.

The focus of reporting is to support and improve learning:

'Reporting has two main purposes. Firstly, it provides clear, positive and constructive feedback about children's and young people's learning and progress, looking back on what has been achieved against standards and expectations. Secondly, it creates an agenda for discussions between learners and those teaching and supporting them about their next steps in learning.'

Building the Curriculum 5: A framework for assessment, p42

Reporting is no longer defined as quite simply the annual summative report but it is an experience that occurs regularly and often through various methods including:

- Homework Diary - Homework diaries are used to record homework for the week and any other important upcoming events or information. The diaries can also

be used by parents and teachers to communicate any current issues or concerns regarding the individual. Effective use of homework diaries encourages pupils to manage their own learning and become responsible individuals.

- Profiles – These contain a child’s reflections on their learning, their progress through the curricular areas and information on achievements across learning. Previously, with their parents, children could log in through Glow at home where they could view their e-portfolios and discuss their learning. We are currently looking for improved ways for children to profile their learning and are trialling Seesaw: The Learning Journal app.
- Parents’ Evenings - These meetings are an opportunity for parents to meet with their child’s teacher to discuss progress. Teachers will take time during each meeting to help parents understand their child’s progress and contribute to discussions about next steps in learning.
- Annual Summative Report - Our annual summative report informs parents of pupils’ strengths, areas for development and provides advice about how parents can continue to support their child’s learning at home. The reporting booklet highlights the level each child is working at and their progress within the Level. We use the report to communicate progress and generate written feedback from parents and pupils through the process of self-evaluation.
- Specialist Curriculum Evenings - Workshops are held during the year by teachers and other professional agencies. This provides an opportunity for parents to see the skills that their children are learning and offers them ideas to try out at home. Each session allows parents to feel part of the school and their child’s education. It makes them more aware of the challenges that are faced and clarifies the different teaching and learning approaches that are adopted.

PARENTAL REPRESENTATION

Promote the establishment of Parent Councils in schools and support their operation.

Our Parent Council helps to create an environment where all parents know that their views matter and where they feel confident and comfortable putting them forward. We work together to seek parents' views and ideas and ensure that these make a real difference to the work and life of our schools.

St John’s Parent Council:

- Provides a voice for parents, in schools and in their local authority, on issues that are important to them and their children.
- Help the school to understand how to most effectively involve parents in their children's learning and in the life of the school.
- Supports the school and Head Teacher in developing strong home/school partnerships.
- Supports the school in its development and improvement, and in understanding and making links with the wider community.

- Captures the unique and varied skills, interests, knowledge and experience that parents can offer.
- Arranges activities that make it easy for families to take part and develop positive relationships with each other, practitioners and other families.

ADDITIONAL INFORMATION

Communication and Consultation

We understand that the basis for developing positive relationships is good communication. In St John's Primary, the language used in all communications with parents is free of educational jargon or terms and is easy to read and understand.

St John's Primary School is committed to ensuring that all stakeholders are consulted on the parental involvement issues through the following groups:

- Pupil and Parent Councils

If parents have a concern about any issue to do with their child, there are a number of ways to address this:

- Discuss with a member of staff at the start or end of the day.
- Ask to speak to a member of the management team.
- Call the school office to make an appointment to meet a member of staff in a more confidential setting.

We want to know if you have a concern as we believe concerns are more easily resolved by talking about them at the earliest possible stage. We treat all parental concerns seriously and we will do everything we can to deal with any issues you may raise in a prompt and appropriate manner. Each school has their own specific arrangements relating to this which can be found in more detail in their School Handbook.

If you feel that any query or concern has not been dealt with effectively and you wish to make a complaint, then you can contact East Renfrewshire Council for further support or guidance. The contact number is 0141 577 3001 or the website link is below:

<https://www.eastrenfrewshire.gov.uk/article/6784/Make-a-complaint>