



Article 3

Children must be our top priority.

St Clare's Primary Parental Engagement & Involvement Policy

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.

Involving all Parents in the Life of the School

Our school is a welcoming place where parents are encouraged to support their children's learning. 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.

Parental involvement

- Our 'Family Friends of St Clare's' team of parents helps to support, promote and contribute to the life and work of the school.
- 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.
- Parents are given the opportunity to review progress and plan next steps with particular relation to the School Improvement Plan.
- St Clare'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.
- Family support, and where appropriate, advice on the support available is offered by St Clare'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).

Parental Engagement

- We encourage parents to engage with their child's learning through Family 'Talking Homework' tasks. These are given throughout the year and encourage parents to interact with their children and learn together.
- Our annual Meet the Teacher sessions are held at the start of term. This provides an opportunity for parents to see the skills that their children are learning and offers them ideas to try out at home.

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.

- St Clare's Primary provides general information to parents through school newsletters, the school website and Twitter.
- Children's personal achievements are celebrated at assemblies and on social media.

- 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.
- Meet the Teacher, Discovery Days and Achievement Assemblies provide opportunities for the parents to see the learning experiences taking place in school.
- Parents' Evenings are an opportunity for parents to meet with their child's teacher to discuss progress.
- Annual summative reports inform parents of pupils' strengths, areas for development and provides advice about how parents can continue to support their child's learning at home.

Family Learning

- Through Discovery Days we encourage family members to learn together as a family.
- We aim for families to feel part of our school community and organise events throughout the year to encourage them to both learn and play together. E.g. Family Homework, Family Night.

Learning at Home

St Clare'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.

- 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.

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

- Initially discuss with the class teacher
- Ask to speak to a member of the senior leadership 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:

<http://www.eastrenfrewshire.gov.uk/index.aspx?articleid=1573>