



COMMUNICATIONS POLICY

Ratified by Headteacher	14 th May 2020
Next Review (4 yrs)	Summer 2024

INTRODUCTION

Good communication between the school and the home is essential. Children achieve more when schools and parents work together. Parents can help more if they know what the school is trying to achieve, and how they can help.

In our school we aim to have clear and effective communications with parents and the wider community. Effective communications enable us to share our aims and values through keeping parents well informed about school life. This reinforces the importance of the role that parents play in supporting the school in educating their children.

We communicate with parents through a range of different strategies. Some of our communications are the result of a statutory requirement, others reflect what we believe is important to our school.

HOME-SCHOOL AGREEMENT

Our Home-School Agreement explains the school's aims and values, the school's responsibilities towards the children, the responsibilities of parents, and what the school expects of the children. We ask parents to sign this agreement when their child starts in our school.

The Agreement covers the standard of education in our school, the ethos of the school, our expectations on attendance and good behaviour, and our expectations about homework. The SLT review the Agreement annually.

ANNUAL WRITTEN REPORT TO PARENTS: CHILDREN'S ACHIEVEMENTS

Each year we provide a written report to parents on each child's progress in the various areas of learning of National Curriculum subjects. This report also identifies areas of strength and areas for future development. We also ask parents to make a comment on the report. We also give children in Year 1, Year 2 and Year 6 the details of their performance in the national assessment points, and details of national comparative performance.

As well as receiving the annual written report, parents meet their child's teacher each term for a private consultation. This gives parents the opportunity to celebrate their child's successes and support the child with any areas of development. Parents are able to look at their child's work during these meetings. We encourage parents to contact the school if any issues arise regarding their child's progress or well-being.

CHAIR OF GOVERNORS' ANNUAL LETTER TO PARENTS

The Chair of governors writes to parents in the summer term. The letter details noteworthy events and achievements in the life of the school that year and outlines plans for the future.

SCHOOL PROSPECTUS

The school prospectus contains a range of specified information that gives parents a full picture of provision at our school. We update this for each school year and give a hard copy to any prospective parents.

PUBLIC ACCESS DOCUMENTS

The school makes available a range of documentation for parents. The website contains copies of all school curriculum policies and copies of policies that the governing body are required to have by law in relation to charging and remissions, sex education, health and safety, safeguarding, medical care SEN, complaints, performance management, disciplinary, admissions and accessibility.

HOME-SCHOOL COMMUNICATIONS

We send a paper newsletter home regularly. It provides dates of forthcoming events in school, information relating to the PTA, Church and curriculum. The newsletter is also sent electronically to parents who have supplied their email addresses. Parents expect the newsletter and appreciate the regularity of the contact. We send other letters of a general nature when necessary.

At the beginning of each term a 'curriculum newsletter' is sent home with details of the work to be covered during the forthcoming term. We invite parents to support their child's work through a range of suggested activities to be shared with the child at home.

At the end of each term a red "home-school book" is sent home for parents to look at. This contains examples of work, photographs and comments from the teacher and child. Five areas of the foundation curriculum are represented in the book so that parents have a good idea of the standard their child is achieving. Parents are invited to make comments in the book before returning it to school.

The school encourages parents to share any issues about their child at the earliest opportunity. Teachers see parents immediately, if at all possible. Where this is not possible, the parent makes an appointment. We allow many parents to take the opportunity to have a word with the teacher when they bring/collect their child from school. The Head teacher/member of the SLT makes sure that they are in the school yard each day so that parents can approach them informally if necessary.

We hold an evening meeting for new parents each June and a meeting in September to explain the approaches taken to early Literacy in KS1. We hold an annual maths evening for KS2 parents in the autumn term. The residential visit that Year 6 children make to Whitby involves an evening meeting for parents. These are related to the planning and content of the visit and a post-visit review.

If a child is absent from school, and we have had no indication of the reason, we contact a parent by telephone to find out the reason for the absence.