



Beamont Primary Academy

Parent Partnership Protocol

At Beamont Primary Academy, we aim to develop close relationships with parents, carers and guardians, so we can work collaboratively to support the educational progress and wellbeing of our pupils.

For the purpose of this protocol, the term 'parents' includes all who act in the role of parents, including carers and guardians and any other family adults involved in a child's direct care, education and development.)

We know that parents' interest and involvement in their child's learning is associated with securing positive outcomes and higher achievement for their child. We believe parents are a key influence in their child's life and that education is a collaborative enterprise involving parents, school and pupils. Strong partnerships with parents are pivotal to our school life, and we are committed to establishing and maintaining an effective and purposeful working relationship between home and school.

This protocol provides a clear framework for how our school communicates with parents, including the ways in which parents can ensure they are fully involved in every aspect of the school community.

Signed by:

Chair of Governors, Ms J Bacon, August 2024: _____

Headteacher, Ms K Morris, August 2024: _____

For review Autumn 2025

1. Aims

1.1 This protocol has been developed with an aim to:

- Help parents support their child's learning and be involved in the life of the school;
- Support pupils to achieve the highest standards through close partnerships between home and school;
- Develop a clear communication strategy to keep parents well-informed of their child's progress, the school community and any other matters relating to their child's overall wellbeing;
- Ensure parents are fully involved in the school life and the school community;
- To inform, clarify and communicate the breadth of work between families and the school;
- Operate an open-door policy where parents can engage in regular communication with staff members and voice any concerns;
- Ensure arrangements are in place for parents to provide their feedback;
- Support parents both inside and outside of school by providing useful information;
- Create an inclusive environment that welcomes all parents.

1.2 We aim to be a **welcoming school that communicates regularly with parents** through:

- Promoting positive dialogue about learning;
- Having an open-door policy for parents to visit the school;
- Ensuring our Reception arrangements are welcoming;
- Ensuring all communication is user-friendly, useful and informative;
- Publishing regular informative whole-school newsletters;
- Maintaining and developing our school website and social media accounts;
- Ensuring parents can easily communicate with school by making sure they are fully informed of the channels of communication.

1.3 We aim to **help parents enhance their own learning** and to **be actively involved in school** life by encouraging parents to:

- Volunteer to support in school;
- Attend workshops and courses;
- Attend school performances, events and celebrations;
- Become involved in school projects
- Become school governors;
- Celebrate diversity throughout the school.

1.4 We aim to **actively involve parents in the education, progress and wellbeing** of their children through:

- Ensuring safeguarding procedures are robust;
- Providing practical strategies to support learning at home;
- Supporting new parents to the school with an induction programme;
- Supporting parents to promote their child's attendance and punctuality;
- Providing information regarding the curriculum;
- Informing parents of their child's learning and progress through reports and consultation meetings;
- Providing guidance for parents to support their child through times of transition, e.g. between years and key stages;
- Celebrating success;
- Making sure all school policies are accessible and easy to understand.

1.5 We aim to **establish the views and opinions** of parents and **act upon these** through:

- Establishing clear lines of communication between home and school, and recognising the importance of parental voice;
- Providing regular opportunities for parental consultation and informing parents of the results.

2. Roles and Responsibilities

2.1 The school is responsible for:

- Establishing effective means of communication with parents;
- Communicating the curriculum clearly to parents;
- Informing parents of all school events within appropriate timelines;
- Regularly keeping parents informed of their child's progress and helping parents to support their child's learning;
- Providing opportunities for parents to communicate with the school regularly to provide their feedback;
- Listening to the views and concerns of parents.

2.2 Parents are responsible for:

- Reading the key communications circulates by the school and responding to / acting on these, e.g. by attending meetings;
- Engaging with verbal communications so that they understand the information being communicated to them;
- Logging on to the school website for detailed information about the school calendar, term dates, exam details, monitoring and assessments, school achievements and other useful downloads;
- Ensuring the school is informed of any important information, such as their child's medical needs or safeguarding information;
- Raising any concerns they may have with the school;
- Engaging in opportunities to provide feedback.

3. Systems of communication

3.1 The school will communicate with parents in the following ways:

- Verbal communication – face to face or telephone calls
- Newsletters weekly – these are sent by email to all primary contacts, and added to website
- Additional information letters when needed – these are sent by email
- School website
- Facebook page – this is updated regularly
- Parents Evenings – twice per year
- Written reports sent annually with summary data sheets sent termly
- Parents information sessions – linked to different subject/ aspect areas
- Email
- Class visits – these include volunteer helpers when we go outside of school
- See In School visits – chance for parents to visit classrooms during lesson time
- Curriculum shared time – chance for parents to work with children during curriculum time

- Headteacher Brew and Catch up (half-termly)
- Coffee mornings
- Parent 'drop ins' to meet the teacher or to see exercise books (usually termly)
- Additional meetings when needed

3.2 Parents are regularly reminded they can email the school at any time and emails will be read during usual working hours.

4. Communicating with new parents and pupils

4.1 Prospective parents are given school information upon request or from the school office.

4.2 Prospective parents are invited to open mornings/ afternoons/ evenings in the Autumn term preceding the year of entry to the school; these are advertised via banners, leaflets, in the local press, on school website and via Facebook (own page and adverts placed).

4.3 In the summer term, prospective parents are invited to induction events with their child, including welcome meeting, stay and play sessions, meet the teacher sessions; they are given essential school information and welcomed into the school.

4.4 Parents of children joining at another point in the school year are welcomed individually or in small groups and given a thorough induction to school. During these visits, all relevant information is shared, in the family's first language when needed.

4.5 Parents of all children are given the opportunity to 'meet the teacher' towards the start of the Autumn term when the children have just joined school or have moved up to new teachers.

5. Communicating pupil progress and information

5.1 Parents are welcome to request a meeting with their child's teacher or a member of the school's leadership team whenever they want to discuss their child's progress.

5.2 Parents are invited to two parents evenings per academic year. This will provide an opportunity to discuss progress.

5.3 Parents will receive one full academic written report per year and three additional short reports outlining pupil data in relation to attainment and effort, their attendance information and any key targets to work on.

5.4 Parents will be invited in to meetings to discuss their child's progress where the teacher deems it necessary, for example, where their child's academic performance changes, or if there are concerns about attendance or punctuality.

5.5 One to one meetings can be scheduled by parents with the Headteacher, SENCO or any other relevant member of staff to discuss any concerns. These can be arranged by contacting the main office.

5.6 Pupil progress will be celebrated on the school's website or Facebook page where consent has been provided to do so.

5.7 Parents are encouraged to follow the school's Facebook page: beamontcp; this can be accessed via the school's website.

5.8 Parents engaging in the school's Facebook page are expected to demonstrate high standards of integrity and not use it as a forum for making complaints or raising concerns; other policies and procedures are available for this.

- 5.9 Pupil's educational achievements will be celebrated through letters home, assemblies, calls home and other events throughout the school year.
- 5.10 Curriculum information is sent home to parents termly and is available on the school's website.

6. Communicating school information

- 6.1 Much of the information parents need can be found on our website. All newsletters are included on the website as these include important dates, messages and other information.
- 6.2 Parents will be invited to partake in some volunteer work at school, for example, educational visits and events. This may be subject to enhanced DBS checks.

7. Providing support

- 7.1 The school aims to support parents in every way possible to help them with the educational development and wellbeing of their child.
- 7.2 The school runs various assemblies, training sessions, coffee mornings, visits to class and other opportunities to help parents with issues they and their child may face, such as online safety and mental health, to share experiences and discuss concerns, and ensure they can support their child's learning, wellbeing and individual needs.
- 7.3 All parents will be invited to attend these sessions and are provided with the opportunity to ask questions.
- 7.4 The school also provides various forms of written communication, such as leaflets and guidance, to further support parents.
- 7.5 Parents are provided with the details of external organisations who can offer support to them, as well as details of any other arrangements in the local areas.
- 7.6 Parents will be provided with support and resources to help them make informed choices about school transitions and will have the opportunity to discuss their child's transition with the class teacher.

8. Parental Feedback

- 8.1 The school will consult with parents on various aspects of school life throughout the academic year.
- 8.2 Questionnaires will be sent directly where possible on email to parents, or will be available as paper copies during key events, e.g. parents evenings.
- 8.3 Parents are encouraged to provide feedback to the school as and when they need to. Feedback can be sent on email to Beamont.office@wpat.uk or during individual meetings.
- 8.4 The school will arrange for regular consultations to seek parent feedback and will provide a range of forums through which to do this.
- 8.5 All parental feedback is valued and responses are considered. Where feedback has been part of a wider consultation or questionnaire, a summary of feedback will be shared on our newsletter with any subsequent actions we may take in response.

9. Monitoring and review

- 9.1 This protocol will be reviewed biannually.