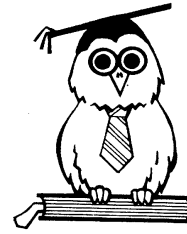


# **West End Primary School**

## **Parental involvement with school**



Person responsible: Rebecca Yeadon (Head)

Reviewed: January 2025

Date of next review: January 2028

### **RATIONALE**

We believe that parents are partners in their child's education. We therefore think that parents should be as involved as they wish to be in school life, so that we can work together for the benefit of each child. We believe it is vital to gain parents' understanding and co-operation and do our best to ensure they always feel welcome in school. We recognise and value parental participation and support in school life because we believe it encourages children to raise personal levels of achievement, self-esteem and confidence.

### **Being Informed**

Parents may feel more confident to be 'involved' within the classroom if they feel they know what is going on and for this reason we aim to provide a high level of information by:

1. Having Headteacher/teachers easily available to meet parents request to talk about their child.
2. Provide weekly school news through Parentmail and the school website
3. Provide regular class news and updates including homework activities and diary dates through class pages on the school website and Google Classrooms/ Tapestry
4. Plan the school calendar one year in advance as far as possible and send to parents
5. Use a mixture of email, text messaging through Parentmail and the school website to communicate - as appropriate.
6. Staff the office between 8.30 a.m. and 4:30 p.m. daily, including over the lunch period.
7. Consultation Evenings (formally twice a year), plus informal/individual meetings as needed.
8. Written reports mid-year and end of year.

Staff are out on the school playground at the start and the end of the school day on a rota basis and will be able to meet and greet parents briefly at these times. For longer conversations they will be available at a mutually agreed time via an appointment which can be made through the school office.

### **Prospective Parents of all age groups**

On request prospective parents are welcome to view the school to be shown around by the Headteacher and given an overview of policy, practice and curriculum Nursery to Year 6. A booking system will be advertised on our school website.

There is a school prospectus, available to all prospective parents as a paper copy and posted on the school website. There is also a nursery prospectus.

### **New Parents joining Reception**

Meetings held in the summer term for new parents of reception age children prior to their child's admission. Policy and admission procedure is explained by the Headteacher. Early years staff give an overview of practice, a tour of the teaching area and answer parents questions. The Inclusion coordinator/Assessment coordinator and SENDco will attend these meeting and deliver an overview of these areas. These meetings are followed up by visits with children and parents to the classrooms, then children independent of parents, to meet the staff and engage in activities both in school in July and in their nursery/pre-school settings as applicable.

### **Parents of children joining our school nursery**

Invite into setting with their child for a stay and play session prior to starting with us. This is an opportunity to speak with staff in nursery to begin to build a picture of whole child and to build a relationship with the school and family.

### **In Year Information Meetings**

Information meetings with a specific focus are held for parents throughout their time at West End. These include 'How We Learn in EYFS', writing and maths information; introduction to new initiatives, school development areas and

information based on parent feedback. As part of our transition, new year meetings are held to explain the curriculum for the year group as well as the routines and expectations. Year 6 also run an evening to discuss assessment (and government testing) and share ideas for how children can be helped at home with English and maths. In Year 5, there is a meeting about the Y6 residential with time for individual attention where needed.

We have a supportive Friends of West End (PTA), which parents are encouraged to join. They have an AGM to which all parents are invited. They also hold regular committee meetings, planning a range of fund raising and social events. Parents and staff support by helping at/attending functions.

### **Being Involved**

We will invite parents to join in school activities as often as possible, and provide a range of community occasions where parents can join their children:-

1. General or specific classroom participation;
2. Book sharing times in class / book fair events including celebration of 'World Book Day'.
3. Accompanying the class on visits, which support learning within the curriculum.
4. Class assembly/topic event across the year - all family and friends are welcome.
5. Festivals and Celebrations – these can be class specific or whole school.
6. Music/Drama including concerts for: Christmas, Young Musicians and Y6 production.
7. Support and helping at sports events such as after school clubs, matches and inter school tournaments.
8. Fund Raising, charity and social events
9. FOWE events e.g. Christmas Fair, Spring Ball, Ice Skating, termly discos and bun sales.

Staff will work actively to break down potential barriers for parents to become involved in school, encourage parents in for a wide and varied range of activities and meetings.

**Class Teachers** will offer information to parents as to how they can become involved via electronic platforms. The personal approach is also used to encourage parents to get involved within class. Parents who are not available to come into class should not be disadvantaged and good notice of assembly dates, trips and special event for the class will help these parents to plan ahead where possible.

**Early Years Staff (Nursery and Reception)** have a particular responsibility in helping parents to feel comfortable and confident in school. This should be seen as particularly important when it is the eldest child in the family as these parents will just be getting to know the school. Families who join school later than Reception Year may also need special attention. Tapestry is used in EYFS as a tool to share children's successes between school and home.

**KS1 AND KS2 Staff (Year 1&2 and Years 3 to 6)** have an equal responsibility to maintain and build on the positive links made. Transition days in July and a transition newsletter are opportunities for first contact.

It needs to be considered on an individual basis between teacher and parent as to whether the parent should help in their own child's class or not. The decision should be made with the best needs of the child/children at the forefront.

**The Headteacher** will be available around school particularly at the start and end of the school day to maintain informal links with parents and to offer an open/easy line of communication. The Headteacher will monitor parental involvement by checking wording on class webpages, visiting classrooms to see first-hand, talking to staff and parents, gathering information from staff meetings, being proactive in plans for specific projects e.g. Artists in school, International Day of Languages and Healthy School Week. Keeping records of attendance at meetings or involvement in class will also help the school be aware of what level of information particular families have been able to access.

We are aware that the more open we are as a school and the more information parents have, results in raising as many questions as it answers. We will always listen to parent views and feedback, but in reviewing policy and practice the school and its governors will make decisions based on the needs of children.

We very much recognise that there is not a one size fits all solution to anything as all our children and families are unique. Our best partnerships are based on a mutual respect and trust.

There will be parent feedback opportunities through surveys e.g. from the Headteacher, FOWE and governors and through Parentview/Ofsted