



Rose Hill Westonbirt
S C H O O L

GENERAL

1.5 COMMUNICATIONS POLICY

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.

ANNUAL WRITTEN REPORT TO PARENTS: CHILDREN'S ACHIEVEMENTS

Twice a 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. In our school we ask the children to comment on their own progress, and parents to make a similar comment.

PARENT CONSULTATIONS

As well as receiving the written reports, parents meet their child's teacher in the Autumn and Spring Terms for a 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.

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 every two to three years, as required.

The Parent and Pupil handbook is distributed to all parents and is updated termly.

PUBLIC ACCESS DOCUMENTS

The school makes available a range of documentation for parents. We keep a master set in the school office, and we make this available on request. It contains copies of all school curriculum policies, and copies of policies that the school is required to have in relation to charging and remissions, sex education, health and safety, curriculum, performance management, admissions and action planning following inspection.



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SCHOOL

HOME–SCHOOL COMMUNICATIONS

We send a newsletter to parents at the end of each school week. It contains general details of school events and activities. Parents expect the newsletter and appreciate the regularity of the contact. We send other letters of a general nature when necessary.

Children in all classes have a home–school diary, in the form of a Reading Diary for the younger children and a Homework Diary for KS2 and 3. This enables parents to record a wide range of information that they share regularly with the teacher. Teachers use the home–school diary to record homework assignments, and as a regular channel of communications with parents.

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 to/from school.

We send home a curriculum plan at the start of each term to parents so that they can support their child’s learning at home. There are evening meetings that explain areas of our curriculum. The residential visits that Years 4, 5, 6 and 8 children make in the summer term involve a meeting for parents. These are related to the planning and content of the visit.

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

Signed.....

Date.....

To be reviewed by