

# **Ballycraigy Primary School**

## **Policy for Promoting Effective Working Relationships with Parents/Guardians**

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In recognising that the education of our children is a partnership between the home and school the Board of Governors will seek to allow parents/guardians a right of access at all reasonable times to the Principal or a teacher delegated by her. The principal, as the day to day manager of the school, will seek to ensure that all such contacts are conducted in a manner which will promote the educational interests of the pupil and allow for the safety of all the children and staff.

As parental attitudes to school and the teacher can directly influence the child it is important that all exchanges between school and home should be informed by a mutual respect for each others knowledge and concern for the pupil's welfare. Pupils have much to gain from the shared interest of parents/guardians and teachers. Each has an in-depth knowledge of the child in different settings and contexts and the sharing of this information in a positive way should help the pupil to feel valued and to achieve his/her full potential. It is important that pupils feel secure in the working relationship between home and school.

The means of expressing this working relationship are diverse but parents/guardians will appreciate that some guidelines are necessary as each teacher has a responsibility for a large group of children. All exchanges between parents/guardians and staff should be conducted in a respectful and tolerant manner and parents/guardians are asked to adhere to the school's guidelines when seeking contact with their child's teacher.

The Board of Governors endorses the school's arrangements for effective parent teacher communication as set out below.

The contact between parent/guardian and the teacher will take the form of:

1. meetings to discuss the pupil's academic progress. At Ballycraigy Primary we hold two sets of Parent/Teacher Interviews each year at which parents/guardians meet their child's class teacher to discuss progress and standards achieved. The parents/guardians are given an appointment time.
2. casual or informal exchanges of information made for routine housekeeping purposes e.g. dental appointments, illness, lost property, etc.
3. more sensitive, wider issues involving school policies that are causing concern. In such circumstances an appointment should be made and the issues clarified in advance to enable the parent/guardian and the teacher to make appropriate preparation.
4. parents/guardians are invited to all IEP reviews and annual reviews for those pupils with a statement of Special Educational Needs. The SENCO works very closely with the parents of those children with special educational needs.
5. if a parent requests a meeting with the Principal or class teacher, every effort will be made to arrange the meeting as quickly as possible.
6. information meetings will be held with parents/guardians during the year e.g. in preparation for residential visits, PTA Committee meetings, PTA Social evenings, P1 Induction.

On the advice of the North Eastern Education and Library Board the school has put in place arrangements for addressing the most serious situations where the approach of a parent/guardian might amount to harassment of teachers in the workplace. Thankfully such situations are rare in the school system and we trust unlikely to ever occur in the context of this school.

The Board of Governors, Principal and staff would like to thank parents/guardians for their cooperation and support in this matter and look forward to working together to further strengthen the home/school partnership.