



# Parents as Partners Policy

**CASTLEBAR PRIMARY SCHOOL**  
**ROLL NO. 20562H**

# **Castlebar Primary School – Parents as Partners Policy**

## **Introduction**

The staff and Board of Management of Castlebar PS are committed in assisting the school community in providing the optimum learning experience for all our pupils. This policy was identified as necessary in outlining roles and responsibilities and also to inform parents as to how best they can support the school and its pupils. We very much acknowledge the role of parents as partners in education and as the primary educators of their children and encourage them to be actively involved in the life of the school. Communication between school and home should be open and positive. We endeavour to create an open and welcoming atmosphere in our school. This policy outlines strategies adopted by the school to promote positive home-school relations.

## **Rationale:**

“Partnership is a working relationship that is characterised by a shared sense of purpose, mutual respect and a willingness to negotiate.” Gillian Pugh, Working Towards Partnership in the Early Years.

It was deemed necessary to devise a policy on parental involvement at this time because of the following reasons:

- Benefits to pupil learning.
- Promotion of partnership
- In response to legislation Education Act, 1998; Education Welfare Act, 2000.
- School Self Evaluation (Looking at Our School).
- To celebrate and build on the existing good practice in our school

## **Relationship to Characteristic Spirit of the School:**

The mission of this school is to enable every child to develop spiritually, morally, intellectually, aesthetically and physically to her full potential in a friendly, safe, and comfortable environment. This work can best be done where there is a high level of openness and co-operation between staff, parents and pupils.

## **Aims:**

In this policy the school community hopes

- To build a school community committed to supporting all its pupils
- To establish procedures for the sharing of information in relation to pupil progress and attainment
- To enrich and extend the educational opportunities provided for pupils by accessing the skills and talents of parents

Parents as a group have a range of talents, abilities and skills that have the potential to enrich and extend the educational opportunities provided for the children. It is our policy to identify parents with specific skills and to invite those parents to share their skills with us at school and class level. Respect for the professional role of the teacher and

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the statutory responsibilities of the Principal, Patron and the Board of Management is always an important consideration.

### **Guidelines / Ways to become involved**

Parents are invited to become involved in the school in many ways and at many levels, for example:

- Serving on school bodies (Board of Management, Parent Association)
- Fundraising
- Policy development e.g. Code of Behaviour; Relationships and Sexuality Education; Parent; Homework; Healthy Lunch Policy
- In the school during particular activities e.g. concerts, sporting activities.

### **Parents' Association**

- See the Parents' Association Constitution.

### **Board of Management**

Our BOM is constituted of eight members, two of whom are Parent Representatives. These are elected following the Procedures and Guidelines for Boards of Management.

### **Policy Consultation**

Parents are invited to take part in the review of policies in the school. Please note that parental consultation regarding policies where appropriate is conducted through various measures. Parents are made aware of draft policies on our school web site / news letters

and a hard copy is also available in school. Parents may be invited to form a sub committee

in the formulation/revision of certain policies e.g. RSE, Code of Behaviour.

### **Curriculum Plans**

Parents are advised at formal Parent/Teacher meetings and informal meetings throughout the school year of ways in which they can support their child's learning. Hints, tips and advice are provided to parents as to how best they can support their child's learning. Our web site also offers the latest advice and support to parents from organizations such as National Council for Curriculum and Assessment (NCCA).

Parents of children attending Learning Support and our Resource Teacher (SEN) are invited to meet the teacher formally and informally to consult in the devising of Individual Education Profiles and Learning Profiles (IEPs/IPLPs)

### **Communication**

#### **Parent Teacher Meetings**

We realise the importance of early and open communication with parents. Parents are invited to attend formal parent teacher meetings in the first term to discuss their child's progress academically and socially. The support teachers in the school are also available

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to meet parents on that day. This is in accordance with Circular 14/04. Parents who are unavailable to attend on the selected dates - can make an arrangement to organize a meeting on a day that suits all parties involved. Informal meetings are held as frequently as needed and parents are encouraged to (a) write a note in the homework journal if they wish to meet the teacher or (b) to arrange an appointment with the school secretary.

### **Homework Journals**

School homework journals are available and these provide an effective means of daily communication between parent and teacher from 1st Class to 6th. A homework folder is used in the Infant Classes.

### **Welcome Letter**

The Principal sends out a 'Welcome letter' at the start of the school year. The letter also contains blanket consent forms regarding trips/outings/Internet Use etc. It also contains a copy of the school calendar. Parents are also reminded of the importance of school attendance and punctuality in this letter.

### **Induction Meeting for new parents**

An induction meeting is held each year in June for the parents of the incoming Junior Infant Class. Parents are invited to this meeting by letter. Parents receive an induction booklet at enrolment. School policies and information is discussed. This meeting provides information for Parents regarding the child's readiness for school and also the content of the curriculum in Junior Infants. It also addresses practical tips for parents. Parents are made aware that Castlebar PS is a very open school that encourages and fosters good communication between all the partners in education. Parents' questions are invited and answered at this meeting.

### **End of Year Report Cards**

Parents/Guardians receive an End of Year Report Card in June every year. This Report Card outlines each pupil's progress for the year including her performance on Standardised Tests (1st to 6th). An NCCA explanatory letter is also included with the Report Card to explain test scores.

### **Web Site**

This is an excellent means of communication between parents and school. It is used to celebrate happenings and achievements in the school and also to disseminate information and school news.

It is updated regularly.

### **Aladdin Connect**

The school uses Aladdin Connect to communicate with parents.

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### **School Events**

The school hosts many events during the year to encourage the participation of parents/guardians in school life. Examples of these include Sports Day, Book Fair, Concerts, St. Patrick's Day Parade. Parents are also encouraged to participate in the preparation of the children for the Sacraments of Communion and Confirmation. Occasionally the school will organise guest speakers on matters of relevance e.g. Healthy Eating, Internet Safety etc.

### **Liaising with other agencies**

Parents are made aware of the role of the Education Welfare Officer in communicating with parents whose children have missed more than 20 school days, in relation to placement of pupils in other schools.

### **Revised Parental Complaints Procedure**

The parental complaints procedure was revised and agreed by the Irish National Teachers' Organisation and the management bodies of primary schools, the Catholic Primary Schools Management Association, the Church of Ireland, An Foras Pátrúnachta, the Muslim Primary Education Board, Educate Together and the National Association of Boards of Management in Special Education in 2023. It is designed to provide an open and clearly defined process to facilitate parents/legal guardians in raising concerns about their own child/children in an agreed, fair and transparent manner. It is recognised that parents/legal guardians are the primary educators in a child's life and as such from time-to-time concerns may arise which they may need to engage with the school. It is expected that engagement will be timely, courteous and resolution focused to ensure that the important relationship between the parent and school can be preserved and respected. It is expected that all parties concerned will engage proactively.

A copy of it is available under the policies section of our website [here](#).

### **Success Criteria:**

- Benefit to Pupil Learning
- Parental Involvement is increased in school activities
- Feedback from parents/staff

### **Responsibility for Review:**

- All members of staff
- Parents' Committee
- B.O.M.

Ratification and Communication: Policy ratified by B.O.M

Signed: \_\_\_\_\_ Chairperson Board of Management

Date: \_\_\_\_\_