

WESTFIELD PRIMARY SCHOOL

Keeping in Touch with Parents Policy

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Review Date:

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School's Vision and Mission Statements:

Our Vision:

We want all Westfield children to foster a 'Love of Learning and a Love of Life', enabling them to excel, be the best they can and achieve the necessary life skills for their future.

Our Mission:

We believe in the importance of children engaging, enriching and excelling at school. This allows them to make the very best progress they can in their learning, both academic learning and in learning about themselves, their relationships, making a positive difference in their community and the world in which they live.

The school will build on the qualities and skills which parents have fostered in the child at home. From the beginning, staff and governors will aim to create a caring and disciplined environment in which each child's well-being is valued and they are viewed as an individual.

We aim to provide the highest quality of education for all our children, in an environment that is challenging, motivating, caring and moral, where children can acquire the skills and knowledge appropriate to their individual needs through the delivery of a creative curriculum. Through our pledge we strive to provide a range of exciting learning and life experiences.

We help all children to grow emotionally and to learn that courtesy, excellent manners, first class behaviour and consideration and respect for others are very important qualities. We hope all our children will become happy, responsible, and independent young people.

Rationale (what keeping in touch with parents is and why it is important)

Westfield Primary School is built on our underlying core values of PRIDE (Positivity, Respect, Independence, Diversity, Excellence) that inspire our vision to become an outstanding school in which every child embraces a true love of learning and a love of life, to enable them to be the best they can and achieve the necessary basic skills for life in the 21st Century. Our main purpose is learning - for both staff and pupils. Through the continuous learning of our staff and governors the school improves and develops, and brings ever greater benefits for our pupils.

A strong connection between school and home makes learning easier. Therefore, we aim to communicate effectively with parents to ensure they are well-informed of events, learning and activities going on in school, ways they can support their child at home and positive experiences they've had in school. We have a number of systems to do this:

Marvellous Me - this is a message service (App) that delivers badges/awards/messages directly from teachers to parents to let them know how children have got on in school, experiences they have taken part in and class reminders.

Head teacher awards- children receive a weekly certificate from the Headteacher to celebrate their achievements in class.

Class Emails - this allows parents to directly communicate with the teacher if they have any concerns.

Reading Records - teachers and parents record how children have read; these are also a way for parents to ask any questions or pass on any concerns

Homework and spelling books - teachers and parents can respond and communicate through these as well.

School/office emails - more general emails to and from the school office.

Text messages - reminders sent from the office.

School website - links to lots of learning opportunities and information about school.

Parents' consultation evenings conducted by phone call.

Newsletters - whole school newsletters go home each month to share important information, tips and advice and to inform parents of events in school.

Topic webs/family learning opportunities - teachers send these home at the beginning of each term so that parents know what is being learnt in school and how they can enhance the curriculum at home.

Transition videos/meeting/virtual tours - While it is not possible for parents to physically be in the school building (during the Covid pandemic) we will be doing our best to ensure they feel that they are still a valued part of the school community, and that they still experience the fun side of school, ie festivals, Christmas plays etc. We will video plays and events and put them onto a private YouTube page so that parents can still watch them.

New Year R children and parents are offered a one on one meeting with their class teacher just prior to starting school.

During the Covid pandemic there may be times when children need to continue with their learning at home, either as individuals or as whole classes (see the school's Remote Education Contingency Plan). Where appropriate, teachers will send home the learning from school - anonymising any smartboards if they have groups/names on; and removing any references to other group work. Work will be altered to PDF format so they cannot be adapted/amended. Creative curriculum will be sent as a whole week's work, followed by the Maths, English and GPS resources each day. This gives the parents a regular reminder/opportunity to check in with the teachers.

CGP books have been purchased for each child (Years 1 to 6) and sent home on the first day of school. These will be used for Home Learning in the event of a 'bubble'/ whole school lockdown; as well as for regular homework activities throughout the year. Resources from the National Oak Academy will be used regularly within school to ensure children are familiar with them, and will also be used to support learning in the event of a lockdown.

Supporting parents of vulnerable and SEND children:

Virtual meetings and socially distanced meetings with parents and other professionals, e.g Core group and TAF meetings

Educational Psychology meetings - virtual drop ins and scheduled meetings for referred children and also non referred children.

Phone calls regarding Well-being - Inclusion Team members regularly contact families. Home visits where necessary.