

# Home School Agreement Policy (CST - MSA, LCA, BA)



This policy applies to the whole of CfBT Schools Trust (CST), including all schools.

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## 1. Aims ¶

The Home-School Agreement Policy includes details as to how CfBT Schools Trust (the Trust) and each of our schools work together with parents towards achieving the best outcomes for children. Whilst home school agreements are no longer a statutory requirement for schools, this policy encapsulates our belief that parents are a child's first and most important educators. This policy is designed to help achieve the highest possible standards of achievement through close communication and effective partnership with parents. At the end

of this policy is the Home-School Agreement which parents are asked to read carefully and then sign the declaration.

## 2. Scope and publication ¶

This Home-School Agreement Policy applies to all pupils and their parents at all CfBT Schools Trust (the Trust) schools. This policy is available on each school website. This policy can be made available in large print or other accessible formats if required.

## 3. Who was consulted? ¶

In drawing up this policy and agreement we reviewed current practices in communicating with parents and pupils.

## 4. Relationship to other policies ¶

This policy relates most closely to the Behaviour and Pupil Registration Policies. It impacts on our approach to the prospectus and our aims and values. It is also relevant to many other school policies.

## 5. Ethos of the school ¶

The ethos of the school is to foster positive relationships between all members of the school community, including all pupils, parents and staff. Bullying, harassment, victimisation and discrimination are not tolerated. The school will act fairly in relation to pupils and parents and we expect the same of pupils and parents in relation to the school and its staff.

## 6. Communication with parents ¶

Excellent communication with parents is essential to the ethos of the school and is encouraged through a variety of methods:

- the school's website
- the school's Facebook page
- the school's Twitter feeds
- the school's year group handbooks
- parent/carer information sessions to explain principles of pedagogy and support children's learning
- assemblies: including class, year group, harvest, festivals and celebrations and end of term
- open mornings
- school reports on pupil progress and achievement
- meetings between staff and parents
- newsletters
- letters and reports
- formation of a Parents/Carers' Association
- establishing a home/school agreement
- published calendar dates
- displays and notice boards
- circulation of documents and policies.

Assistance will be provided for parents/carers with any disability or difficulty, including for those parents for whom English is a second language, to assist with communication with the school as required. Please contact the school office for assistance.

## 7. Consultation with parents ¶

Regular consultation with parents/carers is also an integral part of the school's ethos. We always endeavour to take account of the views and feedback of parents and carers.

This will include consultation on general levels of satisfaction with education provision, selected aspects of the school's work and on the impact of specific initiatives.

Methods used will include:

- surveys/questionnaires conducted by the school or commissioned by professional companies and external agents
- face-to-face interviews

- phone interviews
- School Council and Parents Association meetings
- focus groups or involvement of selected parent representatives
- newsletters
- email
- Facebook, Twitter or other social media
- text messages; or
- Class Dojo, ParentHub and Tapestry apps.

## 8. Success criteria ¶

The success criteria for judging the effectiveness of parent/carer engagement strategies are:

- parents/carers feel welcome when they come into the school and report that they have ready access to the staff they need to meet
- parents/carers often give positive feedback and the number of complaints is low
- a growing number of parents/carers volunteer to help in school activities
- there is a high attendance at school events and there is frequent use of the school's website and social media pages
- responses from surveys are strongly supportive
- parents/carers find reports informative and helpful and feel able to support their children's progress.

## 9. Responsibilities and expectations ¶

**The school will do its best to:**

- communicate and consult with parents as set out above
- regularly celebrate children's achievements
- encourage children to do their best at all times, to think of themselves and to achieve their full potential
- encourage children to take care of their surroundings and others around them
- care for the children's safety and general wellbeing
- provide a balanced curriculum and meet each child's individual needs
- be open, friendly and welcoming at all times and offer parents the chance to become

involved in the life of the school

- encourage children to make healthy choices
- operate and enforce a balanced Behaviour Policy and School Rules
- provide structures to support parents/carers and involve them socially as well as educationally in the life of the school.

**We require parents/guardians/carers to do their best to:**

- ensure that their child attends school regularly and on time
- ensure that the school has up to date contact telephone numbers
- ensure that their child is dressed appropriately for school in line with the School Uniform Policy
- ensure their child has the appropriate equipment for school where possible
- support the school's guidelines on good behaviour and disciplinary action in line with the school's Behaviour Policy
- provide a written note or a telephone call to explain an absence
- attend open evenings or review meetings to discuss their child's progress
- tell the school about any problems at home that might affect their child's behaviour
- encourage their child with homework and ensure it is completed on time
- encourage and support their child to eat well and make healthy choices
- support their child in responding positively to the general expectations and regulations of the school
- be aware of the language used when discussing the school in public or on social media
- tell the school before 9am if their child is not attending school
- read carefully, sign and support the Home School Agreement

**The school expects pupils to do their best to:**

- come to school regularly and on time
- be polite, friendly, kind, and helpful to everyone
- act appropriately and follow the school rules and Behaviour Policy
- show respect for the belongings of others and their own work
- work hard at school and do their homework.

**Together we will:**

- support pupils' learning, to help them to achieve their best
- assist with any special needs

- encourage pupils to keep the school rules.

## 10. Signing the Home School Agreement ¶

We will take reasonable steps to ensure that all parents of registered pupils sign the parental declaration to indicate that they understand and accept the contents of the Home-School Agreement. Where parents have separated, where possible, both parents will be given the opportunity to sign a copy of the agreement's parental declaration.

We may also ask any pupil to sign the Home-School Agreement if we feel that the pupil is of sufficient maturity. However, we will not:

- invite a parent or child to sign the parental declaration before the child has been admitted to the school
- make the signing of the parental declaration a condition of the child's admission to the school; or
- base a decision about admitting a child to the school on assumptions about whether his or her parents are or are not likely to sign the parental declaration
- impose a sanction on parents who do not sign, or on pupils whose parents do not sign the declaration
- impose a sanction on pupils whose parents do not abide by the agreement.

## 11. Monitoring, evaluation and review ¶

The Trust and the Headteacher/Head of School will ensure that this policy and the agreement are reviewed at least every year in consultation with parents, pupils, staff and Local Governors as necessary.

## 12. Appendix 1: Home-School Agreement ¶

Home-School Agreement

Pupils name:

I will:

- ensure that my child attends school regularly (having had breakfast) on time for 8.50am (LCA/BA) / 9.00am (MSA) unless he/she is ill. If my child is absent I will notify the school office with the reason as soon as possible on each day of absence
- If my child is to be collected by anyone other than a parent I will notify the teacher or the school office as soon as possible. (I understand my child will not be released to anyone without prior parental consent - LCA).
- ensure that the school has my up to date contact telephone numbers
- ensure that my child is dressed appropriately for school in line with the school's Uniform Policy
- ensure my child has the appropriate equipment for school where possible
- support the school's guidelines on good behaviour and disciplinary action in line with the school's Behaviour Policy
- attend open evenings or review meetings to discuss my child's progress
- tell the school about any problems at home that might affect my child's behaviour
- encourage my child with homework and ensure it is completed on time
- encourage and support my child to eat well, make healthy choices and make sure my child goes to bed at a reasonable time (guidelines recommend that children have approximately 11-12 hours sleep each night)
- if my child is to be collected by anyone other than a parent I will notify the teacher
- let the school know of any changes to my address, telephone numbers and email addresses
- endeavour to make our home environment a safe, secure and happy one and notify the school if anything happens to change this
- support the school and its policies and be a positive role model when discussing the school on social media
- Do my best to take an interest in my child's learning and help him/her with home learning including reading regularly (at least 3 times per week) and ensure any other home learning set is completed on time

**The school will:**

- ensure your child's safety and happiness by promoting healthy choices, fostering

feelings of confidence, self-worth and belonging and celebrate each child's individual achievements

- endeavour to meet the needs of all children, whatever their barriers to learning
- teach children to develop a positive attitude to everyone regardless of race, culture or beliefs and promote British Values
- tell you about our exciting curriculum which will be memorable and enjoyable
- provide a range of extra-curricular activities designed to enrich yours and your child's experience while part of our school community
- actively welcome parents and carers into the life of the school, give opportunities for you to be involved and be responsive to any concerns you might have about your child.

### **The Children's Agreement (MSA & BA)**

I/We will try to keep the 'Golden Rules':

- I am gentle.
- I am kind and helpful.
- I look after school property.
- I work hard.
- I listen to people.
- I am honest.

### **The Children's Agreement (LCA)**

I/We will demonstrate our school values and try to keep the school rules:

- |                        |   |
|------------------------|---|
| • Value: Integrity     | Rule: We are honest                     |
| • Value: Gratitude     | Rule: We are responsible and respectful |
| • Value: Resilience    | Rule: We try our best                   |
| • Value: Understanding | Rule: We listen                         |
| • Value: Oneness       | Rule: We are kind and caring            |
| • Value: Support       | Rule: We are helpful                    |

### **Local Trips**

During the school academic year, the children may walk to visit various places in the local area. These local visits will help cover themes connected to our curriculum relevant to your child's year group. When signing this form we will assume that you give permission for this.

Signature\_\_\_\_\_ Date\_\_\_\_\_

Parent/Guardian

Signature\_\_\_\_\_ Date\_\_\_\_\_

School

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Provision Committee Review Date: Saturday 01st September 2018

Governing Body Review Date: Wednesday 18th April 2018

*Originally created on Friday 13th January 2017*