



WILLOW GROVE PRIMARY SCHOOL

PARENT / CARER INVOLVMENT AND PARTICIPATION POLICY

PURPOSE

Willow Grove Primary School recognises the important role that parents/carers and family have in a child's education.

We seek to greatly enhance the opportunities that we can offer our students by utilising the numerous benefits available from parental involvement in Willow Grove Primary School.

Parent/Carer involvement refers to parents/carer having an active role in the school without being part of the decision making. Parent/Carer participation refers to parents/carers having an active role in decision making processes.

BROAD GUIDELINES

1. Parents/Carers have a unique knowledge and understanding of their own children, being the first and most influential educators.
2. Parents/ Carers through their responsibility to and for their children are the first and most influential educators.
3. Parents/ Carers have talents, interests and skills, which enrich the school.

IMPLEMENTATION

PARENTS/CARERS

1. Willow Grove Primary School values and actively encourages parents/carers to be involved.
2. Parents/Carers will be encouraged to contribute to an ongoing dialogue on issues affecting their child's education.
3. Parents/Carers will be surveyed before major changes occur e.g. changes in uniform.
4. Opportunities for parent/carer and community involvement will be identified and utilised.
5. Opportunities for parental/carer involvement will be advertised regularly in the school newsletter.
6. Professional development opportunities will be offered to parents/carers, so as to capitalise upon, and add value to the support that they provide.

7. Parents/Carers of non English speaking and marginalised backgrounds will be actively encouraged to be involved with the school.
8. Parents/Carers actively involved in the school will be acknowledged in our school newsletter.
9. Parents/Carers will be invited to contribute to the development of the school's values and expectations and support their realisation.

PRINCIPAL

1. Parents/Carers will be invited, as part of the orientation process, to be actively involved within the school community. New families will be given a parent handbook, school tour and an invitation to participate in school community committees. School information sessions are delivered periodically over a year.
2. Staff will be encouraged to utilise parent/carer involvement as part of their teaching and learning program.
3. The newsletter will be used to provide information to parents/carers that is relevant to their children's education, as well as, acknowledging any input or assistance provided by parents/carers.
4. All parents/carers helping out with school programs are required to have a Working with Children Check or be VIT registered which will be presented to the school. (Refer to Working with Children Check Policy).
5. Parents will be required to follow school protocols for signing in and out when they enter the school for volunteer work.
6. Parents/Carers working with teachers to deliver or manage learning programs will be required to follow the requirements outlined by the teacher who has the ultimate responsibility for the education and care of students while being in a school environment.

TEACHERS

1. Teachers will make all parents/carers welcome in the classroom.
2. Teachers will brief parent helpers prior to the learning program to ensure that parents/carers are familiar with their role and the teacher's expectations.
3. The parent information session/ parent teacher interviews for parents at the commencement of the school year will provide an opportunity to encourage parent participation in the classroom.
4. Parent/Carer involvement and participation in meetings and events will be regularly conveyed via the weekly school newsletter.
5. Parents/Carers may assist with educational programs, supervision of students on excursions and be partners in the teaching and learning process by sharing their skills and expertise.
6. All parents/carers assisting with school programs, camps and excursions must obtain a Working with Children Check.
7. Teachers have the overall responsibility for class management and organisation

SCHOOL COUNCIL

School council is a representative of all parents at Willow Grove Primary School. To achieve parent participation this association undertakes with School Council Sub-committees to support and work with the Principal and staff in their endeavours with

policy making and general school organisation and management. All parents are encouraged and welcome to nominate for School Council positions. Sub committees remain open for all interested parents to contribute.

EVALUATION

Ratification	Review Date	Policy Number	Date Produced
Date-15th/12/2011	2017	1/4	2011

This policy should be read in association with:

- 1. WORKING WITH CHILDREN CHECK POLICY**
- 2. VOLUNTEERS AND PRIVACY IN THE SCHOOL COMMUNITY PROTOCOL**
- 3. VISITORS' PROTOCOL**