

San Carlo Senior School Confey



HOME-SCHOOL COMMUNICATIONS POLICY

Parents, teachers and the Board of Management of Scoil San Carlo S.N.S. recognise that the parents are the primary educators of the child. Good home-school links contribute greatly to the quality of education received by the child. To establish these links an open, cordial relationship should exist between parents and teachers which recognises and values the respective roles of each.

Aims

1. To facilitate a communicative relationship between teachers and parents to facilitate the achievement of their full potential by each pupil.
2. To establish procedures for the sharing of information in relation to pupils' progress.
3. To create a school environment where parents and guardians feel welcome and free to discuss their child's progress with the teachers.
4. To ensure all interactions between parents and school are conducted in a mutually respectful manner.
5. To encourage all parents to become involved with the Parents' Association.

Communications

An induction meeting will be held each September for the parents of newly enrolled pupils.

Formal Parent-Teacher meetings will be held every year in November where each parent may have a private meeting with their child's teacher(s). The meetings will be held during the hours laid down by the DES. Where parents are unable to attend at this time, they are facilitated to make an alternative appointment with the teacher at a mutually suitable time.

A meeting will be held for parents of pupils being confirmed prior to the commencement of the Faith Friends programme.

The school also encourages periodical informal meetings between teachers and parents which may be initiated by either party as they see fit.

Parents will be encouraged to be familiar with the work being done by their child in school and to be aware of what homework is being done. A formal school report will be issued at the end of each school year.

Information on school activities will be communicated to parents through periodic letters, texts, bulletins and the school website www.scoilsancarlo.ie during the year.

Parents and Guardians are invited to school events e.g. Carol Service, Talent Show, Peace Proms etc.

Parents /Guardians are encouraged to inform the school of any situation / events that might impact on their child and affect his/her learning

In accordance with the Educational Welfare Act (2000), explanatory notes on pupil absences must be put in the appropriate section of the school journal after each absence.

On the first day of any period of absence, where the school have not been informed of the reason for the absence, the school will text parents/ guardians informing them of their child's/children's absence.

At the teacher's discretion, and subject to the principal's approval, parents may be invited to use their expertise in a particular area to assist the teacher in some classroom-based or extra-curricular activities.

Informal Parent Teacher Meetings

Open communication between school and parents is welcomed and encouraged. However an appointment must be made through the school secretary to arrange a mutually suitable time for informal parent teacher meetings

Parents are reminded that they should only communicate with their own child/children while on the school premises.

It is important that pupils see good behaviour modeled by adults. During all meetings staff and parents are expected to be respectful and treat each other with dignity. Aggressive or threatening behaviour or language will not be tolerated. In such cases the meeting will be terminated immediately and the appropriate authorities informed.

Parents' Association

The school recognises the benefits of an active parents' association. The association may communicate with the school through meetings between the chairperson/secretary and the principal, particularly after a Parents' Association general or committee meetings. At each of the B.O.M. meetings during the year one item on the agenda will be the parents' representatives' report which allows for two-way communication between the board and parent body. Parent Association support in the provision of resources, financial support, policy development and assistance in extra-curricular areas is welcome and appreciated,

Roles and Responsibilities

It is important that all partners in the school community be aware of the parameters of their own and others' respective roles and responsibilities. The school ethos must be upheld at all times. The ethos is defined by the patron. The school is a Catholic school under the patronage of the Archbishop of Dublin, child-centered, non-discriminatory and democratic. Consequently, respect for the partners – children, parents, staff and management – must be shown at all times.

Ratified by Board of Management on 24th September 2018

Signed: **Fr. Tony O' Shaughnessy**
Chairperson, Board of Management