

SUNNYBRAE NORMAL SCHOOL
COMMUNITY CONSULTATION, COMMUNICATION and REPORTING POLICY

Adopted by Board of Trustees August 2006

Reviewed on a 4-yearly cycle – last review August 2016

Rationale

The School values its parents and community and endeavours to consult, communicate with and report to them regularly to maintain the strong partnership established. A welcoming, warm school climate that acknowledges the value of parent support is a characteristic of the School.

Purposes

1. To enhance learning by maintaining a responsive and effective partnership with the School community.
2. To maintain an ongoing link between the School and its community.
3. To ensure the School is responsive to the needs and wishes of the community by seeking school community involvement in establishing and reviewing school policies, charter and visions.
4. To maintain workable channels of communication between the School and the community by informing parents and community of school goals, spending, achievements, curriculum delivery and planned events.

Guidelines

1. Consultation and communication is an ongoing reciprocal process.
2. A wide variety of consultation methods may be necessary to make purposeful contact with the community: e.g. newsletters with response forms, email, social media, questionnaires, parent evenings, hui, telephone conferences, informal contact between Board and the community during out of hours school functions, school noticeboard.
3. The Board of Trustees report annually to the community. Board meetings are open to the public; parents are advised of these via school newsletters and on our school website.
4. The School community are informed about the priorities and vision the Board have for governing the school and are invited to participate in the strategic planning process.
5. The School community are informed about the manner in which grants are spent on equipment, materials, maintenance and development.
6. The School produce and make available a Parent Information Booklet and an annually updated general information pamphlet.
7. All interaction takes into account cultural awareness and sensitivity to language and cultural difference.
8. The Principal and staff report to parents and caregivers re student achievement and outcomes of school self review on a regular basis.
9. The School's website with links to syndicate sites and class blogs along with Google Drive student folders are tools for sharing programmes of work i.e. school-wide, class and individual student work.
10. Parents/caregivers are consulted about and informed of school policies, events and programmes through regular newsletters and the school website.
11. The School distribute community notices that have educational value to its students and their families.
12. The following related policies and procedures are supporting documents to this policy: - Assessment policy; Communication Between Parents and Staff policy; Liaison with Local Pre Schools and Intermediate Schools policies; Communication Statement; Parent Partnership; Parent Helper Role.

BoT Chairperson: _____ Principal: _____ Date: _____