

**Winchmore School**  
**Building partnerships with Parents**

Dear Parents,

Everyone at Winchmore works as a team to ensure that all our students are given the best possible opportunities to experience success with their learning and to achieve high standards in all they do. We want Winchmore to be a community where friendships and relationships grow in an atmosphere of trust and co-operation.

We firmly believe that our aims for the students are much more likely to be achieved when Parents and Teachers work together. Partnership is very important to us. We recognise the crucial role Parents play in their child's education and believe that by working closely we are able to help our children gain the most from their education at Winchmore.

I have attached two documents. The first, 'Winchmore School - Working with Parents and Carers', offers a brief description of how we work with Parents and Carers on a day to day basis. It stresses, for example, the importance of the homework, and the different ways parents can communicate with school. The second 'Winchmore School - Parent Partnership Policy', again stresses the importance of building effective working partnerships with Parents and provides examples of what good partnerships should look like.

At Winchmore we have a Parent Teacher Association and a Parents Focus group which meet to look at the work of the school and make suggestions about how the work of the school can be improved. We also ask Parents to complete questionnaires at major school events so that they can tell us how helpful the event has been to them and how it can be improved. The feedback from Parents has been very helpful. The parent voice has helped to improve a number of areas across the school. This has included improving Behaviour for Learning, school signage and displays, the web site and improving transition from one Key Stage to the next.

If you would like to have more information about our Parent Teacher Association, or our School Focus groups, and the work they do, please contact Mr. Thompson, one of the Deputy Headteacher.

I would welcome any comments you have about any aspect of the work we do at school, and any suggestions you may have that further develop our partnership with parents.

Yours sincerely

Mr Thompson

[Parent Partnership policy.docx](#)

## **Winchmore School**

### **Working with Parents**

#### **Introduction**

Winchmore aims to work in partnership with Parents and encourages and values their contributions to the life and work of the school.

#### **Our partnership with Parents**

We recognise the importance of developing effective partnerships with Parents. Parents play a key role in supporting their son or daughters' learning and progress.

We aim to develop a close partnership with Parents, valuing the support and encouragement given to our pupils to achieve their best. We believe that we best support our pupils' learning by working and talking together.

To help us improve our partnership with parents we have joined the Leading Parent Partnership Award project (LPPA). This provides a way for improving relationships with parents across the school and in the community.

#### **Communication with Parents**

Through our Home-School Agreement we ask Parents to support the aims of the school and work in partnership with us to support their child's learning.

We keep Parents informed by phone, email, letter, the website and through the regular newsletter.

Parents are asked to make an appointment to discuss specific concerns with the appropriate member of staff. It is not possible to meet with staff without an appointment due to their heavy teaching commitments.

#### **Reporting Home**

Heads of Learning keep a file for each pupil containing annual profiles, letters home, progress checks and any incident slips. Parents may have access to look at this file by contacting the school in writing.

We report home formally once each year through the annual profile which is completed by all subject teachers, the tutor and Head of Year. This provides an overview of each pupil's progress and incorporates targets for improvement. We expect all Parents to attend the annual on-line Parent's evening to discuss this report and their child's progress with staff. In addition, all students receive Progress Checks throughout the year.

Additional meetings are organised for Parents at specific times in the school year. These include the Options Evening for Year 9, the Introduction to GCSE Evening and the Y12 Information Evening.

### **Parent Teacher Association (PTA)**

“Working together for all our children's future”

Parents are encouraged to join the Parent Teacher Association, which we are looking forward to re-launch in 2024. We aim to build a positive working partnership with Parents and staff to ensure all our students achieve. The PTA holds regular meetings and has organised a wide range of information evenings for Parents and students as well as social events.

### **Parent's Focus Group**

We welcome feedback from Parents on all aspects of the work of the school. A whole school focus group has been set up for this purpose, in addition each year has a focus group and a member of the year team has been designated to work with the focus group and develop partnerships with Parents.

## **Winchmore School**

### **Parent Partnership Policy**

Parent partnership is a theme that runs through everything we do at Winchmore.

We aim to:

- Enhance and widen our children's education through the involvement of Parents and the community when possible.
- Foster and promote a two way partnership based on mutual respect between Parents, children and all those working within our school.
- Ensure that Winchmore School supports the principles listed in the school's Mission Statement
- Recognise that Parents or Carers are the most important influence in a child's life and that any education initiative can only be fully effective if there is partnership between Parents, children and providers.
- Acknowledge that all Parents or Carers want their children to succeed and that many Parent / Carers have missed the opportunity of furthering their own education and training.
- Recognise that children need education and emotional support if they are to succeed and aim to support Parents or Carers to do this effectively.
- Ensure Winchmore is a resource for the community we serve.

### **Definition**

The term community is used to include Parents, relatives, governors, local businesses and other organisations in the wider community.

### **Objectives**

- We aim to ensure all groups of Parents or Carers associated with the school are aware of training and enrichment opportunities available in Winchmore and in the community.
- Local training and enrichment opportunities are available in both school and the community and include courses or sessions to help Parents support their children's learning and develop their own lifelong learning.
- The school actively and effectively promotes attendance of Parents at courses or training both in Winchmore and in the community, through a range of media.
- Winchmore helps Parents to be involved in lifelong learning activities and recognises Parents or Carers successes in lifelong learning activities such as by giving certificates.

**Winchmore aims to be a welcoming and friendly environment for Parents / Carers.**

- Children's work and activities are effectively displayed. Our approachable office staff aim to respond to the needs of the caller / visitor.
- Parents or Carers are asked about the reception they receive.

**We will ensure there is welcoming and supportive induction for all new families.**

- Clear guidelines are in place for smooth and effective induction.
- Winchmore holds pre-decision evenings at key times including primary / secondary transfer evenings.
- Office staff, in conjunction with Key Stage Leaders and Head of Years, produce and distribute induction information packs.
- All new families are invited to a one to one meeting at the school to welcome them to Winchmore and offer support where necessary.

**We will provide Parents or Carers with relevant and user – friendly information about the work of the school, its curriculum and events in the school calendar.**

- Curriculum, guidance letters, emails and website links are provided each term for Parents to support their children
- High quality newsletters are produced and circulated termly.
- Information and updates are made available to Parents or Carers about events open to them such as review and consultation dates, target setting meetings, coursework, deadlines; rehearsals, social, cultural and sports events, as well as fundraising and other social groups.
- We aim for high Parental involvement in consultation events.
- We will ensure that Parents are actively involved in the celebration of success.
- We will ensure that "The Governors Annual Report to Parents" is clear and well publicised including on the website.

**Winchmore will produce and implement Parent or Carer friendly policies to establish effective home / school links and improve pupil attendance, punctuality and positive participation in school ensuring that**

- Appropriate jargon-free school policies are easy to read by Parents / Carers, and they are invited to give feedback on these
- Our home school agreement is clearly written and available in community languages.
- Parent partnership Policy / Complaints procedure / Behaviour / Anti Bullying policy / Medicines policy are in place.
- Parents or Carers are provided with termly reports and meaningful information about their children's progress.
- We have effective reward and sanction procedures in place and Parents or Carers are given information about these.
- Parents or Carers are invited to give feedback on appropriate policies both through our Parent focus groups and by email on the website.

**Winchmore will provide user – friendly support resources for Parents or Carers and pupils' so that they can make informed decisions about choices and transition to other institutions.**

- The SENCO is able to provide links to allied support services.
- Parents or Carers are given access to information and impartial guidance on both transitional and progression routes and support services e.g. through visits, letters or meetings.
- Updated directories and leaflets are displayed in the school reception area.

**Winchmore will hold and actively promote enrichment opportunities or events that promote joint Parent or Carer and child participation.**

- Winchmore will provide a programme of enrichment opportunities which encourage children and Parents to appreciate their own and others' culture and traditions.
- These will be monitored and reviewed to evaluate the enrichment programmes and the extent to which they provide support for pupils' learning.
- Community diversity is celebrated and reflected in programmes and practice.
- Parents or Carers are encouraged to take part in learning outside the school day, and participation in sports, arts, other interests and work experience.

Winchmore welcomes any comments you have about any aspect of the work we do at school, and any suggestions you may have that further develop our partnership with Parents.