COMMUNICATING WITH PARENTS/CARERS

A guiding principle of the whole school operation is that the support of parents/carers is essential in helping students develop new behaviour patterns. As Fowler Road is a short-term placement school there is no P & C Association. Parents/carers are consulted about school practices. Parents/carers are involved in the referral of their child to the program. Before a child can come to Fowler Road consent from parents/carers is needed. Parents/carers also complete enrolment forms and have the school program explained carefully to them.

Parents/carers have the right to know about their child's progress in all areas. Parents/carers are invited to contact the school at any time to discuss their child's progress. It is school practice that class teachers communicate with parents/carers, sometimes daily, but at least once each week. This could be by phone or by sending home by mail, a weekly report. Parents/carers are invited to be involved in the formal student reviews held each year and are required to complete forms relating to the transport of their child.

Parents/carers are also involved in: the student management practices of the school, including receiving letters about students' positive behaviour; receiving students' special award cards given at Assembly each week; possible reimbursement for damage at the school; bringing their child to school if the child needs to be taken off transport for misbehaviour; collecting their child from school should it be necessary; resolving a suspension; the use of physical restraint and time-out; the community activities program, excursions and sporting outings.

Communicating with parents/carers is critical to building positive relationships. Some ways we do this are as follows.

- A calendar of events is sent home to parents/carers highlighting important dates each semester.
- Home schools are asked to send their Newsletter home so that they stay connected with the students and their parents/carers.
- Parents/carers are informed in writing about any change to school routine.
- Each teacher communicates with parents/carers of students in his/her class in some way at least once each week. This can be by phone, a meeting, a fax, or communication notes and books.
- Parents/carers are invited to be involved in the formal review of students.
- Consultation with parents/carers will take place if a student's health or well-being is of specific concern.
- Parents/carers are involved in the suspension process and working out ways to make changes.
- Parents/carers interviews are offered to discuss students' progress and to involve parents/carers in the school community.
- Parents/carers are involved in the preparation of the school's Annual Plan and Annual Report and these are discussed at the parents evening held towards the end of the year.
- On enrolment parents/carers give permission for their child to be involved in the community activities program.
- Specific permission notes are required from parents/carers for excursions and sporting outings.
- Formal reports and work samples are sent home to parents/carers at least two times each year. Parents/carers receive a school Newsletter at each fortnight.
- Specific programs can be designed to assist parents/carers at home, for example, getting ready for school.
- Courses for parents/carers are promoted by the school.
- Parents/carers are involved in an evaluation of the program when their child leaves the school.
- A staff member each year is allocated to communicate regularly with carers and case co-ordinators of students living in out of home care.
- Carers of students in out of home care can be given a verbal report on students' progress when students are delivered/collected each day.