

Parent Communication Policy



Purpose

- Improve student outcomes through increased parent involvement in students' academic learning and progress
- Provide parents with regular feedback on student progress and ways to support learning at home.
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Strategies

- Information in school newsletter and website regarding school programs and targets.
- Send home individual student test results as they become available
- Provide parents with explicit strategies to support learning at home.
- Regular email/electronic communication with parents keeping them informed of learning programs. (at least twice a term)
- Celebrate academic achievement, progress and endeavour through certificates at assembly.
- Promote whole school learning projects encouraging parent involvement eg Science Week investigations, STEM Projects.
- Develop capacity of parents to support reading and learning basic maths facts at home.
- Provide summary of year level requirements for English, Maths and Science on school website for parents to access.

Core Learning Areas

Reading

- Provide parents with information on the Sounds Write and Literacy Pro programs and an awareness of expected levels/targets.
- Regular information to parents in the newsletter on the importance of home reading
- Send home Literacy Pro report each term
- Teachers sight reading diaries each week and track home reading practice.
- Development of Sounds Write homework template
- Reward and celebrate regular home reading

Basic Facts

- Provide parents with information about curriculum expectations for basic facts and strategies for supporting learning at home.
- Promote use of Maths bags and games for developing basic facts fluency.
- Send home basic facts test each semester. (Westwood)
- Weekly testing of basic facts at school and goal setting for home practice.
- Reward and celebrate basic fact achievement (maths bands)

Champion teachers.....

- Maintain regular contact with parents regarding academic programs and student progress
- Provide advice and activities to parents to support specific learning needs at home
- Keep parents informed of any concerns regarding their child's learning and wellbeing at school.
- Reply to parent emails in a timely manner (Typically within three days)

Champion parents.....

- Communicate with the teacher regarding their child's academic progress.

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- Support their child to complete homework expectations.
- Set high expectations for your child's achievement at school and
- actively participate in their schooling.

Champion students.....

- Take responsibility for completing homework and returning it to school on time.
- Seek help from parents or teachers when required.
- Read at home and practice basic facts at least 3-4 times a week.

Parent Communication Schedule

The following information will be sent home to parents each term:

Term One

At least two teacher emails informing parents about the academic program/focus

Weeks 2-3 Class Meetings

Week 9 Parent Teacher Interviews

Literacy Pro Results

On Entry results

PAT Testing Results

Writing sample

Westwood basic facts

Sounds Write Phonics testing

Term Two

At least two teacher emails informing parents about the academic program/focus

Semester One reports

Literacy Pro results

Term Three

At least two teacher emails informing parents about the academic program/focus

Literacy pro

Bright path Writing

Westwood basic facts

Open Night

NAPLAN Reports

Sounds Write Phonics testing

Term 4

At least two teacher emails informing parents about the academic program/focus

Semester Two Reports

Literacy Pro

PAT Testing Results

Policy developed February 2019

Reviewed June 2021.