

SACRED HEART CATHOLIC PRIMARY SCHOOL

Home School Partnership Policy

At Sacred Heart Catholic Primary School, we recognise the importance of seeking and maintaining a strong partnership with parents and carers. We value and appreciate parental/carer involvement throughout the life of our school. We believe that education is best provided when there is a strong and effective collaboration involving - amongst others - parents, carers, staff and children. Therefore, as a school, we are committed to establishing and maintaining an effective and purposeful working relationship between school and home.

Our Mission Statement makes it clear that the Staff and Governing Body of Sacred Heart aim to enhance and protect the lives of all our pupils. We ensure every effort is made to help each child, entrusted to our care, to realise their full potential both educationally and physically. In addition, we strive to develop the moral, spiritual, social and cultural aspects of their lives.

BACKGROUND

- Parents are the first and most important influence in a child's life.
- Educational initiatives can only be truly effective where there is a strong partnership between parents/carers, children and educational providers.
- Parents/carers at our school want their children to succeed, develop and grow physically, emotionally and spiritually.
- Parents/carers want each of their children to be treated with fairness, patience and tolerance, in an atmosphere of love, respect, reconciliation and equality of opportunity.
- To enable success children need educational and emotional support. Parents/carers need to be able to provide this effectively. In addition, they need to know that this provision will continue within school hours, in a safe and nurturing environment where no form of bullying is acceptable or tolerated.

AIMS

1. To build a strong partnership enabling effective communication with parents/carers, we will ensure that:

- ❖ All correspondences received from school are checked to ensure they are 'user friendly', useful and informative.
- ❖ Weekly communications are provided via email. These celebrate achievements, inform parents of important forthcoming dates and events, as well as, reporting on information, school trips and activities in school.
- ❖ We have an 'open door' policy. This ensures that parents can meet with teachers after the school day has ended for a brief chat or, alternatively, ensures that appointments made in advance are welcomed to enable further in-depth conversations between parents/carers and teachers.

- ❖ 'Meet the Teacher' sessions will be organised where teachers can impart information about: the curriculum, timetables, expectations and ways in which parents/carers can support their children out of school.
- ❖ Key information is displayed on the School Website or emailed, and – where appropriate – notices are displayed on the noticeboards at school.
- ❖ Whole school newsletters are regularly sent which share information from the Parent Teacher Association (PTA). We also send emails on behalf of the PTA if required.

2. To actively involve parents in their children's progress and education, we will ensure that:

- ❖ We hold an Induction Meeting in the Summer term prior to the September start date new Nursery and Reception Parents/Carers
- ❖ We offer three Parent Teacher evenings for each class, yearly.
- ❖ We produce an annual School Report for each child, and we welcome feedback on the report's content from parents/carers and children, alike.
- ❖ We provide year group specific curriculum maps which are shared termly.
- ❖ We provide additional curriculum information as required.
- ❖ We provide clear guidance on School Uniform, some of which is optional. ([school website](#))
- ❖ We encourage parents to support the School's Policy on our Relational Approach and the behaviour for learning expectations.
- ❖ Parents/carers and children are made aware of the importance of attendance and punctuality so that parents can ensure that the highest standards are achieved in both areas.
- ❖ Parents/carers will be informed that if there is ever cause for concern over school attendance levels or repeated punctuality issues the London Borough of Richmond Educational Welfare Officer will need to be notified.
- ❖ Parents/carers are notified of their child's home learning requirements to help parents/carers motivate and encourage their child to do their best and ensure home learning is completed and submitted on-time.

3. To welcome and actively involve parents/carers into the school and to make best use of their expertise and willingness to enhance our pupils learning, we will encourage parents/carers to:

- ❖ Volunteer to support within classrooms to assist with reading, activities, etc (once a Volunteer Helper Agreement has been signed with DBS check and Safeguarding course completed).
- ❖ Volunteer to assist with school trips
- ❖ Volunteer to support or run clubs that make the best of their expertise.
- ❖ Attend events (such as School Masses, celebrations, school performances, assemblies – where invited, etc.).
- ❖ Join in, or give their support to, the Parent Teacher Association (PTA) at Sacred Heart.
- ❖ Become a Parent Governor.

4. To ensure a smooth and welcoming Induction to the school for all parents, we will:

- ❖ Provide opportunities for all prospective parents to learn more about our school (website, school tours, social media).
- ❖ Ensure that any information distributed is relevant, up-to-date and takes account of parental/carers needs and views.
- ❖ Ensure that all policies are up-to-date, and that all relevant policies are available on the school website, and hard copies are available on request.

5. To encourage and establish parents' opinions and input, we will....

- ❖ Provide annual Parental/Carer Questionnaires, and ensure feedback of the results is provided promptly. These may be targeted at: individual year groups, specific groups or the whole school in different academic years to ensure key development targets are met.
- ❖ Seek parental/carers consultation on any relevant key issues arising within the school.
- ❖ Have a PTA Committee.
- ❖ Deal with any concerns/issues in a professional, friendly, sensitive and prompt manner.
- ❖ Work in collaboration with parents to promote school policies.
- ❖ Involve parents in the social and extra-curricular life of the school.

PURPOSE

By implementing this Home School Partnership Policy, we (providers and parents/carers working together) will strive to promote an ethos where parents/carers and staff are mutually supportive ensuring benefits for all our children in terms of their development, progress and achievement. Commitment from all parties to the aims and objectives outlined, will ensure the promotion of community cohesion, and strong working partnerships within our school.

Working together, we (as Parents/Carers, Staff and Governors) will ensure that children learn to have respect for their school, its property and the school rules so that Sacred Heart School is an effective and happy school. A school that is full of individuals who have the confidence, security and motivation to grow and develop to their full potential.

Note: Throughout this Policy, the term 'parent/carers' refers to parents, legal guardians and carers.

This policy should be read in conjunction with the following policies:

Attendance Policy
Relational Policy (formally the Behaviour Policy)
SEND and Inclusion Policy
Complaints Policy
Volunteer Helpers Policy

Keeping Children Safe Policy

Parents/Carers and Pupils are expected to sign the Home School Agreement

Policy reviewed: October 2025