



BENGEWORTH CE ACADEMY

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# PARENTAL INVOLVEMENT POLICY 2023 - 2024

September 2023



**Bengeworth**  
Multi Academy Trust

*Brilliant People • Better Schools • Bright Futures*

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# INTRODUCTION

All parents and carers are equally valued as part of our school community and we believe children's learning is improved when we work in partnership with their parents or carers, and their wider family. We therefore promote close supportive cooperation with all families and regular consultation between home and the school.

## AIMS

Our aims through parental involvement are:

- to enhance the learning experiences of all pupils, especially vulnerable groups and underachieving pupils;
- to encourage parents and carers to be involved in the children's learning;
- to provide a partnership between home and school, seeking to ensure that families feel welcome and valued;
- to ensure that maximum use is made of all these adults' skills to enrich learning opportunities for all children across all Key Stages
- to encourage parents and carers to develop and extend their own learning.

## INVOLVEMENT IN SCHOOL LIFE

To enhance and nurture the relationship between parents and school, parents are provided with:

- Regular events, celebrations and workshops based on the needs of their year group or phase
- Curriculum Evenings which are held at the beginning of the academic year to give an overview of their new year group
- Online Safety / English and Mathematics, as well as other curriculum workshops are held within year groups to develop parents' confidence in supporting their child at home
- Open door policy which allows parents opportunities to speak to and meet their child's class teacher to discuss areas of support needed
- Walk in sessions held to promote the sharing of successes and areas of improvement with parents
- Training Room (Burford Road) in which workshops are run by external agencies
- Weekly newsletters which give updates regarding activities within school and reminders of important dates and information
- Regular updates on Facebook for all year groups
- Shared home/school digital platform – SeeSaw – used to upload work at home and school as well as used as a method of communication between home and school
- Opportunities to celebrate their child's successes such as Values' Champion Assemblies, class assemblies
- Open days/evenings provide parents the opportunities to see a day in the life of their child at school and provide a chance to speak to class teachers regarding how the school day is organised
- When joining the school in Reception, parents are welcomed to a 'Welcome Meeting' to discuss expectations and how they can support their child through their year's here at Bengeworth CE Academy. They are invited to a Teddy Bears' Picnic to meet their new class teacher throughout the Summer Term.

- A comprehensive End of Year Report sent home in the Summer Term with parents are invited to three parent consultations evenings a year (one per term)
- Support for those children who have additional needs including those with EHCP plans and IPPS through review meetings and workshops organised by the Inclusion Leader / SENCO alongside the child's class teacher
- Access to policies and documents readily available on the school website for parental access
- Enterprise projects are organised by the children and parents are strongly welcomed to attend, alongside celebrations held in St Peter's Church such as Harvest, Mothering Sunday, Easter and Christmas Carol Services.
- Parents / carers are welcomed to forum groups such as Parent Inclusion Groups and Parent Forums in which they can offer their views in relation to different aspects of the school such as Values, Behaviour, Teaching and Learning and Inclusion etc.
- Parents / Family members are encouraged to volunteer their time within school to support pupils based on the skills of the volunteers – known as Helping Hands volunteers
- Educational visits to support understanding of the importance of learning outside the classroom.
- Grounds development sessions – parents are invited to join their child in developing the outside grounds of the school to promote a love of the wider world as well as respect for our environment.

## HELPING HANDS' VOLUNTEERS

At Bengeworth CE Academy, we recognise the impact our parents, carers and family can have on the learning and progress of our children, not only academically but also in relation to their mental health and well-being. We therefore have created a supportive programme in which parents and family members can come into school to work alongside class teachers and children to provide them with a wealth of opportunities. Each term a letter inviting parents to join as a 'Helping Hands' volunteer is sent home.

Helping Hands Volunteers are:

- Parents or family members who have identified a specific area of interest which they feel could be beneficial within school (cooking, forest school, board games, reading, imaginary clubs etc.)
- Organised into year groups based on their interest, skill set and the need within the year group.
- Supported by a member of the Senior Leadership Team or a Lead Teacher, as well as their class teacher in how to support children within their areas including high expectations and behaviour.
- Expected to attend a 'Helping Hands' workshop prior to commencing their volunteering within school and must be DBS checked which is conducted by the Academy. Expected to have two references.
- Expected to adhere to the Child Protection and Safeguarding Policy and Health and Safety Policy which are discussed in depth at the Welcome Meeting, as well as being presented in a detailed leaflet.
- Rotated throughout the year, based on their feedback and needs of year groups so they can share their knowledge and experiences across a wide range of ages and children.
- Monitored by Senior Leadership / Helping Hands' Lead as well class teachers and supported where necessary.
- Expected to sign in and out of the school building using the PassTab system, wear a 'Visitors' Badge' and adhere to expectations set out in the 'Helping Hands' Handbook given at the workshop
- Expected to know and understand how to act in the event of a fire or critical incident
- Expected to remain confidential and professional at all times

# ROLES AND RESPONSIBILITIES

## **The Helping Hands' Lead is responsible for:**

- Promotion of Helping Hands' Volunteers at the start of the year and each term
- Organisation of Helping Hands' Volunteers throughout the key stages and regular monitoring of their impact
- Organisation of the workshop held at the start of each term or when new Helping Hands' volunteers join the school
- Ensuring all Helping Hands' volunteers are DBS checked and they adhere to the expectations within the Handbook
- Ensuring all Helping Hands' volunteers understand emergency procedures, Health and Safety expectations and how to report a safeguarding/child protection concern
- Ensure all Helping Hands' volunteers have two references
- Support staff in the deployment of their Helping Hands' volunteer

## **Class Teachers are responsible for:**

- Ensuring their Helping Hands' volunteer is well resourced with clear planning and expectations
- Ensuring Helping Hands' volunteers are able to support the children appropriately, including the school's relational-based approach to behaviour
- Passing on strengths and weaknesses to the Helping Hands' Lead and Senior Leadership Team where necessary so support/advice can be given

## **Helping Hands' Volunteers are responsible for:**

- Ensuring they have completed their DBS forms and that they know to inform the Academy of any changes as soon as possible
- Ensuring two references have been completed and given to the Helping Hands' Lead
- Ensuring they adhere to the expectations made clear in the Helping Hands' Handbook and seek support or guidance where necessary
- Being professional and punctual at all times, contacting the Academy should they not be able to attend a session
- Giving feedback to the class teacher reading the children's progress and behaviour
- Ensuring they have read and understood the last version of 'Keeping Children Safe in Education' shared with them in the workshop
- Ensuring that they are familiar with the procedures for emergencies (fire and lockdown), Health and Safety expectations and how to report a safeguarding/child protection concern.

## **Monitoring and review**

- This policy will be reviewed annually by the Parental Involvement Lead and the Headteacher.
- Any changes made to this policy will be communicated to all members of staff.
- All members of staff directly involved with supporting volunteers are responsible for knowing the arrangements in this policy.

The scheduled review date for this policy is **September 2024**.

# Bengeworth Multi Academy Trust

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