

Wantirna South Primary School

Communication to Home Policy

Rationale

Communication involves all links, both formal and informal, between the school and the home. Effective communication is necessary to enable the child to gain the maximum benefits from their school experience and ensure that parents are fully informed of their child's progress.

Expectations

Based on this rationale the expectations of the communication policy are to:-

- enable a two way exchange of information between school and home;
- obtain the support and involvement of parents in all aspects of the school;
- encourage feedback on the effectiveness of the total school program.

Implementation

Consistent with these expectations this policy shall be implemented according to the following guidelines:-

- Early in the year staff will offer meet and greet information evenings with parents;
- Term newsletters from each Level will provide parents with information about the plans for the term;
- Parent/Teacher Meetings between the teacher and the parent will be scheduled twice a year;
- Communication may be in any form (ie in person, phone or through the use of technology)
- A comprehensive goal-based mid-year and end of year report will be provided to parents;
- Meetings may be requested at any time by either parents or teachers;
- The weekly newsletter will be used to convey general information to the school community; and regular daily communication through Compass.
- An Annual Report will be available to the School Community;
- Regular surveys will be used to gauge the effectiveness of the total school program.

Evaluation:

This policy will be reviewed as part of the school's five-year review cycle or earlier as required.

This policy will be ratified by School Council on March 2015.