



# Policy: Parental Engagement

## Academic Year 2023-24

Policy Number:	37
Draft Date:	03/10/2018
Review Date:	08/01/2023
Written By:	SLT
Approved by the Principal:	
Approved by Management Representative:	
Next Review :	May/June 2024

**Vision:** To be a welcoming and diverse international school that nurtures students to acquire, articulate and establish the necessary skills and knowledge to become a citizen in a global environment.

**Mission:** To create an inclusive environment of responsibility, respect and tolerance, based on Qatari values, for all members of the school community. To deliver an in-depth consistent learning program, which provides opportunities to display their learnings.

**Objectives:** Spectra Global School helps individuals to become life-long learners with **STEPS**.

We provide

**S-STIMULATING** environment for learning.

**T-TRANSPARENT** vision helps us to communicate easily.

**E-EMPATHY-** towards others helps us to learn life skills lessons and values of the country that we are growing.

**P-PROGRESS** to achieve and attain better.

**S-SUSTAIN** with what we do and maximize it.

**RATIONALE:**

In line with our school Objectives, this policy has been written to ensure that we provide a **Stimulating** environment for our students and adults with **Transparency**. To **Sustain**, we need to be **Progressive** and attain what we are capable of and ensure that we remain human and **Empathetic** with one another.

For the purposes of this policy, **parental/guardian engagement** covers all aspects of a School's life in which Parents/Guardians should be encouraged to be involved in, taking an active interest in their children's welfare and progress and becoming committed members of the school community through their own participation. **The School** refers to Spectra Global School.

**PURPOSE(S):**

To encourage the schools to communicate effectively with Parents/Guardians by offering a range of opportunities for Parents/Guardians to contribute to and participate in School life and to achieve the School's vision and mission.

**POLICY:**

School will develop a policy on parental/guardian engagement in the educational process and provide Parents/Guardians with a handbook that includes information about the School program and policies relevant to students and their Parents/Guardians. School should develop and maintain good relationships with Parents/Guardians. School should encourage the involvement of Parents/Guardians in School affairs, and determine the areas and roles they can play.

**School's Role:**

The School's Principal and staff shall recognize the important role Parents/Guardians play in the student's educational development, and shall therefore regularly:

- Outline communication and correspondence (in terms of frequency, content, and nature) that the School is expected to use with Parents/Guardians, using various methods and media, such as School newsletters, Class Dojo, telephone calls, SMS, e-mails, letters, Internet portals and meetings.
- Encourage teachers to contact Parents/Guardians when necessary to discuss academic or behavioral issues that arise in the classroom or other areas relevant to the School and its activities.
- Outline communication and reporting mechanisms to inform Parents/Guardians about their children's academic performance, such as holding regular information sessions about the School's curriculum, teaching methodology, assessments, and the Parent/Guardian support of their children's learning at home.

- Outline opportunities available for Parents/Guardians to visit the School and meet with the Principal, heads of Teaching Faculties and teachers who are involved in their children's education.
- Outline opportunities available for Parents/Guardians to participate in School activities.
- Inform Parents/Guardians of all relevant School policies and procedures and ensure Parents/Guardians have continuous and easy access to said policies and procedures.
- Keep a record of all communication with and involvement of Parents/Guardians.

#### **Parents/Guardians' Role:**

School will encourage Parents/Guardians to be actively involved in some specific areas, including:

- Attending periodic Parents/Guardians meetings and evenings.
- Participating in extra-curricular activities organized by the School such as scientific, cultural, social, and sporting or art events.
- Voluntary participation in School and community events such as the National Day celebrations, graduation ceremony, and other similar activities and events.
- Participating in other School activities such as Parents forum representative elections.
- Participating in parent forum meetings, sharing their thoughts on school and suggest any ideas which will benefit the students learning.
- Playing an active role in their children's education in accordance with the School's policy on parental/guardian engagement, including ensuring their children's punctual attendance at School every day, their completion of homework assignments, and staying informed of their progress.
- Encourage and support in school's efforts to reframe / evaluate students work.

#### **Parents'/Guardians' Rights:**

All Parents/Guardians shall have the right to become familiar with the School's day-to-day life and goals. Schools shall ensure parental/guardian rights are addressed including, but not limited to:

- Protecting their child's privacy in all ways, including protection from the dangers of the Internet.
- Receiving regular reports on students' progress.
- Meeting his or her child's teachers at least twice during the year for the purpose of discussing the child's behaviour and academic performance.
- Being informed about all School policies that have an impact on Parents/Guardians and their children, such as the student code of conduct, attendance policy and tuition fees.

**ROLES AND RESPONSIBILITIES:****The School owners and board of trustees will:**

- Monitor School policies and procedures relating to parental/guardian engagement in the educational process.
- Ensure that the School's policies and procedures for promoting effective parental/guardian engagement are fully compliant with the Council's expectations and requirements as prescribed in this policy and related regulations.

**The Principal will:**

- Develop, implement and regularly review the School's policies and procedures for promoting effective engagement of Parents/Guardians, and ensure compliance with the MOHE expectations and requirements in relation to effective parental/guardian engagement.

**Links for the Parents to refer:**

<https://www.spectraschools.com/calendar/>

<https://www.spectraschools.com/policies/>

<https://www.spectraschools.com/online-enquiry-form/>

<https://www.spectraschools.com/online-enquiry-form/>

<https://www.facebook.com/spectraglobalschool>

<http://instagram.com/sgsdoha>