

Hauraki Primary School Policy Document

Parental Contact

Rationale:

A significant number of our students live in a situation where one parent is not living at the permanent address of the student. The welfare and best interests of a student in his or her particular circumstances must be the first and paramount consideration for the school. To the extent this objective can be met and where it is not contrary to Court Orders, both parents should feel welcome and included by the school.

Purpose:

- To comply with all legal requirements
- To provide for the welfare and best interests of students
- To recognise that all legal guardians should be treated with respect, courtesy and impartiality.

Guidelines:

Guardianship Status

The school recognises (unless advised otherwise) that both parents are usually the guardians of their children and are entitled to be informed of any major events in their child's life. The school will consult with both parents in the following circumstances;

- if the school considers there is a need for specialist educational services
- to participate in disciplinary hearings involving their child
- at parent/ teacher conferences
- in respect of any other significant guardianship issue

Court Orders

It is the responsibility of the parents to inform the school in writing of any Court Orders (including Protection Orders, Parenting Orders, Interim Orders and Discharges) affecting a parent's guardianship status, right of access to records or contact with their children. Parents are to notify the school directly in writing of any changes or interim Orders in respect of day to day care, contact or guardianship status. To the extent required to ensure the welfare and best interests of a particular student, the principal and teaching staff should be aware of the current Court Orders but that information will be kept strictly confidential. The school will comply with the terms of all Court Orders it is made aware of.

Impartiality

Impartiality will be maintained by the school and teaching staff when considering requests by a parent. The school will remain neutral and not favour one parent over another. Staff will be discrete when discussing care or contact arrangements with parents and avoid discussions in front of students. In cases where staff are concerned about the child's welfare, the principal is to be advised and appropriate action will be taken. This may include;

- Meeting with one or both parents
- Contacting Child, Youth and Family services.
- Contacting the child's Court appointed Counsel.
- Contacting the police –(this will be done immediately in the event of contravention of a Protection Order).

Documents to be provided to both parents

Unless restricted by Court Order, both parents will be provided with access to student records (including a copy of the student's school report). School notices are available to both parents via the school website.

Parent Teacher Conferences

As guardians, both parents are able to attend scheduled teacher conferences (separate conferences can be arranged upon request).

School Activities and Parent Help

Information relating to school trips, concerts, sporting and other events can be found in school newsletters (available on the website) or on classroom pages .

The school will use best efforts to mitigate against any parental conflict arising at school. School activities are designed to promote student learning and wellbeing. To avoid conflict or disruption, it may not be appropriate for both parents to attend a particular activity. In these circumstances, it is for the parents to determine which parent attends the activity.

However, unless the school has particular concerns about the welfare of the students (or where prevented by a Court Order), generally both parents are welcome attend these events.

Any teacher may from time to time, at her or her discretion, seek assistance in the classroom or with sporting or cultural activities from parents. Any parent or guardian with day to day care of a child may volunteer to assist in the classroom or other activities. Any other volunteer should obtain consent of the day to day care guardian or ensure that parent help is specified in Day to Day Care Orders. Where day to day care of the child is shared, both guardians are welcome to volunteer in the classroom or with other activities, as and when assistance is sought by teaching staff.

Contact visits at School

Parental contact visits should take place outside school hours to avoid disruption for students and to ensure the school is a place where students feel settled and can focus on their learning without distraction.

School Elections

As guardians, both parents are able to vote in elections and by-elections for the board of trustees.

Day to day care

Matters of day to day care are the responsibility of the parent who has day to day care of the child. Matters such as absenteeism, lateness and no lunch will be discussed with the day to day care parent in the first instance.

Lawyer for the Child

All requests by the Lawyer for the Child for information will be actioned in accordance with the principals of the Privacy Act 1993, the Education Act 1989 and the Official Information Act 1982. Staff who receives such requests should refer the request to the Principal.

Signed: _____


B.J. CLARK

Date: 16 FEB 17

Chairperson Board of Trustees

Review Date: 16 FEB 20