

## b. Explaining what the school expects

To effectively communicate what is expected from parents and how they can best support their children, school staff can use a clear, respectful and collaborative approach. Here's a structured way to convey these expectations and promote a partnership between parents and the school.

- General instructions for teachers
- A handout with key points which teachers could provide to parents.

### General Instructions for Teachers

#### 1. Introduction and Welcoming Environment

- **Welcome Message:** Start with a warm welcome to make parents feel valued and integral to the school community.
- **Purpose:** Clearly state the purpose of the meeting or communication, emphasising the importance of parental involvement in their child's education.

#### 2. Presentation and Communication Tips

- **Clarity and Simplicity:** Use clear and simple language, avoiding educational jargon that might confuse parents.
- **Interactive Sessions:** Hold workshops or Q&A sessions to allow parents to ask questions and share their concerns. Use an interpreter to bridge the communication with families, who do not speak the school language.
- **Written Materials:** Provide handouts or digital resources summarising key points for parents to refer back to (see an example below).

#### 3. Effective Communication with Teachers

- **Regular Communication:** Urge parents to maintain regular contact with teachers through emails, school apps, and parent-teacher meetings.
- **Sharing Information:** Highlight the importance of informing teachers about any specific needs or challenges their child may have.

#### 4. Staying Informed and Involved

- **Volunteering:** Invite parents to volunteer for school events and activities, stressing the positive impact of their involvement.
- **Staying Updated:** Urge parents to read school newsletters and follow the school's updates to stay informed about events and important information. Point out that parents can use the translation options of available school apps.

5. **Creating a Positive Learning Environment at Home**

- **Study Space:** Encourage parents to set up a quiet, organised space at home for their child to study and complete homework.
- **Routine Establishment:** Explain the benefits of a consistent daily schedule for homework, meals, and bedtime.

6. **Encouraging Independence and Responsibility**

- **Ownership of Tasks:** Advise parents to let their children take responsibility for their homework and school duties.
- **Guidance over Solutions:** Recommend guiding children in problem-solving rather than providing immediate answers.

7. **Fostering a Love of Learning**

- **Reading Together:** Suggest that parents spend time reading with their child every day to foster a love for books and learning. (in both school and home language, if possible)
- **Interest Exploration:** Encourage parents to support their child's hobbies and interests to enhance their natural curiosity.

8. **Balancing and Setting Boundaries**

- **Screen Time:** Advise parents to monitor and limit their child's screen time, promoting healthier alternatives.
- **Playtime:** Encourage parents to ensure their children have time for free play and physical activities.

9. **Being a Role Model**

- **Lifelong Learning:** Encourage parents to model a love for learning by engaging in educational activities themselves.
- **Positive Attitude:** Stress the importance of a positive attitude toward school and learning.

10. **Teaching Respect for Teachers and Authorities**

- **Respecting Authorities:** Advise parents to talk to their child about the importance of respecting school authorities and rules. This helps create a safe and supportive learning environment.
- **Respect for All Teachers:** Encourage parents to explain to their child the importance of respecting all teachers, regardless of whether they are male or female. Respect should be based on their role and efforts to help students learn.

### **11. Breaking Down the Hierarchy: Promoting a Partnership**

- **Mutual Respect:** Emphasise that teachers and parents are partners in education, each bringing valuable insights and expertise.
- **Open Communication:** Encourage an open, two-way communication channel where both parties feel heard and respected.
- **Collaborative Approach** Advocate for a team-oriented approach reinforcing that the child's success is a shared goal.

By approaching this conversation with respect, clarity, and a collaborative spirit, school staff can effectively engage parents, making them feel like valued partners in their child's education.

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