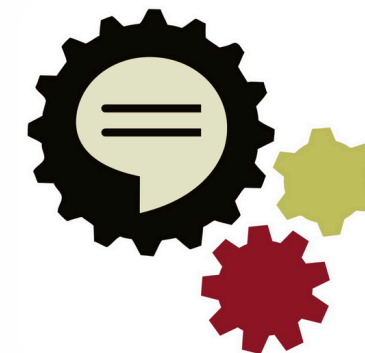


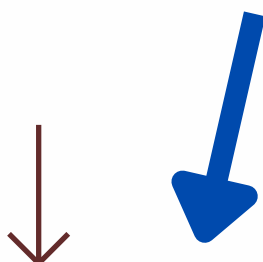


One Family One School



How to Communicate with Schools Reflection Booklet For Parents

click here



Co-funded by
the European Union

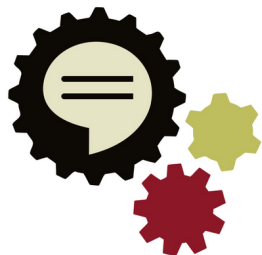
INTRODUCTION



The aim of this booklet is to give parents the possibility to reflect on their communication with the school their children are attending. And then also on how you manage your languages with your children.

Good communication helps your children to thrive and be happy at school, this is why being able to communicate easily and clearly with the school stakeholders should not be disregarded.

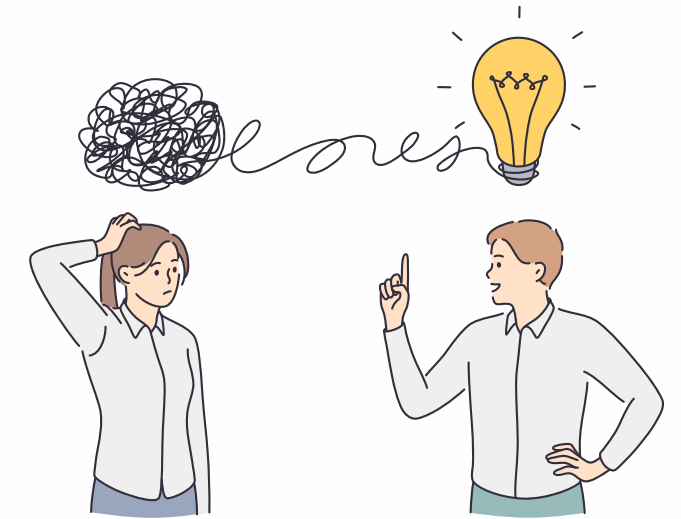
We- the partners of the Tonga Schools Network - have prepared this booklet with you - the parents - in mind.



A FEW WORDS

What is a good communication and why is it important?

A good communication is a communication where every actor involved in it is being heard, where you can give your voice and where the interactions are in a language that everybody understand.

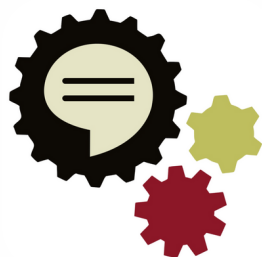


Good communication with the school stakeholders is important as it will help your children feel happy going to school. It will put them in confidence and they will then be in a better position to improve their abilities and be more successful academically.



What does it mean to get engaged with the school?

It implies to follow up the children's homework, to keep in touch with the teachers, to take part in the activities at the school (Bendixen, Danielsen, 2020). It involves all your contribution to your child formal education.



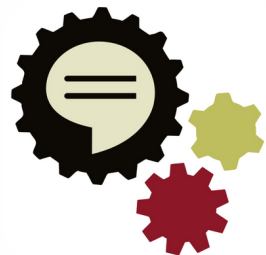
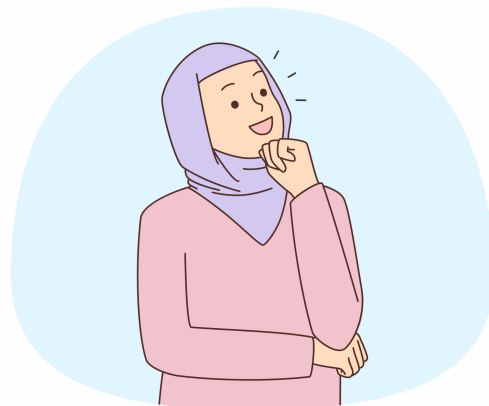
SOME WORDS TO REFLECT ON

Good parental cooperation with the school is an important element that promote and help your children's learning.



As a parent who has migrated from another country, you have a lot to do to settle in this new place. You sometimes feel like learning everything again as if you were a child. It is a long process which is very demanding. Raising your children in a new unknown foreign environment which rules you are not aware of is not so easy. Sending your children to school to give them an education is not always as easy as it might seem.

This manual is here to help you and thus help your children to get the best out of school and formal education.



SOME WORDS TO REFLECT ON



Let’s start reflecting with a few questions as they will help you navigate better the school and be in a better position to help your children.

Do you know the school system and how it works?

Do you know the school rules and what applies to your children?

Do you know the school staff and who is doing what? Whom you can talk to?

Do you know whom you can talk to?

Do you know the school rules about language?

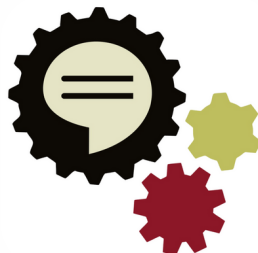
Can you use your language(s)?

YES

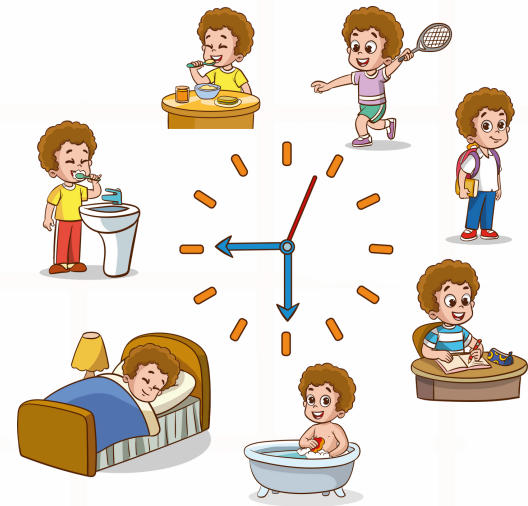
NO



This manual is here to help you and thus help your children to get the best out of school and formal education.



SCHOOL



Why do I wish my children to go to school? - page 9

Why is school important ? - page 11

What do I - as parent - expect from the school ? - page 12

Do I know what the school expect from me? - page 14

Do I know what the school expect from my children? - page 15

Involvement and How can I get involved? - page 16





REFLECT ON THE SCHOOL

What does school mean for you?

answer in the bubble

A large, hand-drawn style speech bubble with a tail pointing towards the top left. It is intended for the user to write their answer to the question above it.

Why you feel it is important to send your children to school?

answer in the bubble

A large, hand-drawn style speech bubble with a tail pointing towards the top right. It is intended for the user to write their answer to the question above it.



WHY DO I - AS PARENT - WANT MY CHILDREN TO GO TO SCHOOL?

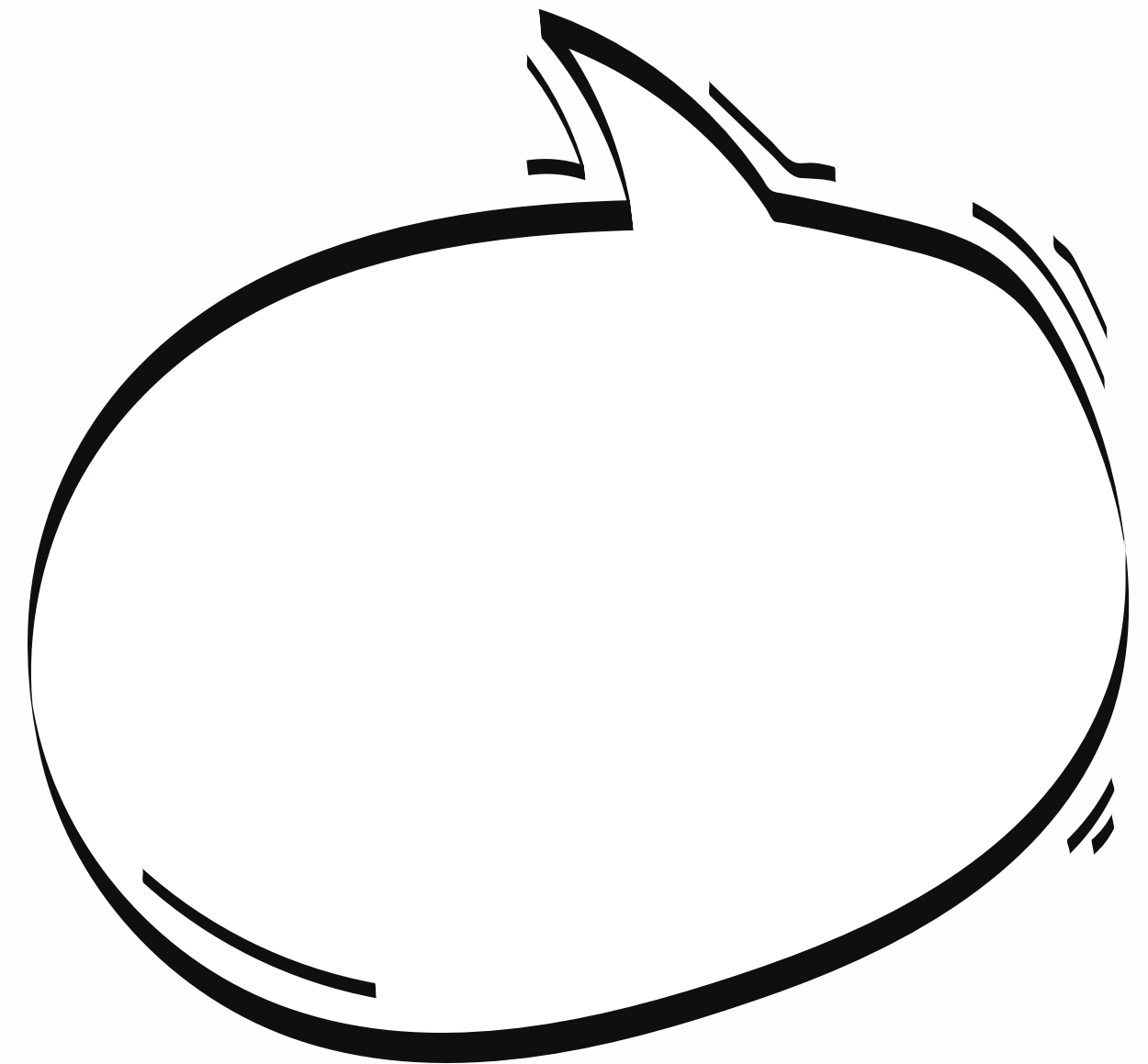
Do you know the reason(s) why you wish your children to have an education?

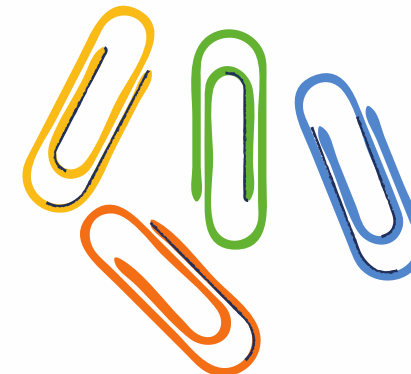
Write them down

PARENT 1

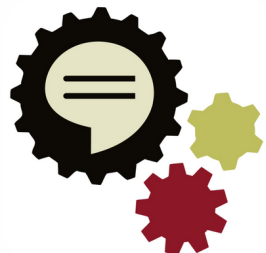


PARENT 2





each parent write in a bubble - common idea in the middle



WHY IS SCHOOL IMPORTANT?

What we think that schools can do

Do you agree with those points?



School is a lever of integration; a place where you can:

- make new friendship
- make new relationship

School promotes:

- social equity
- inclusion
- integration

School reduces:

- socio-economical inequalities
- poverty



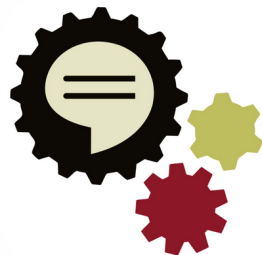
School is also a place where you children will learn to

- read
- write
- count
- socialise



As a parent you also have rights and how can you use those rights?

- in participation in the decision making and thus cooperation with the school;
- in taking part in parent-teacher meetings and school events





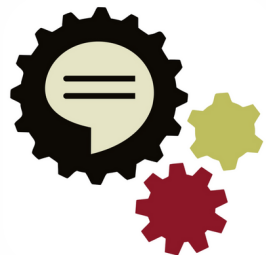
WHAT DO I EXPECT FROM THE SCHOOL?

Make a list of what you are expecting from the school? And why?

PARENT 1



PARENT 2



parents answer separately

DO I KNOW WHAT THE SCHOOL EXPECT FROM ME?

- Do you know and understand the school system?
- Do you see school as a partner in your children education?
- Do you feel it is challenging to send your children at school?
- Are you in a position to help your children?
- Do you know where to find information and help if needs be?
- Do you find it puzzling to get involved in the school where your children are going?

YES

NO

☐☐☐☐☐☐☐☐☐☐☐☐

How is it in your country of origin?





DO I KNOW WHAT THE SCHOOL EXPECTS FROM MY CHILDREN?

School can be challenging for your children, because it is rigid and formal; there are also many rules to follow and understand. It is important as a parent that you get to know what the school expect from your children, so that you can explain it to them.

Do you know the rules of the school, so that you can explain them to your children?



yes



no



You may ask the school secretary or a teacher to give you the rules of the school.

Here are small of the rules and expectation that are expected from children:

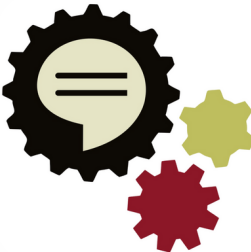
Stay sitting and ask when you want to move or go to the toilet

Listen to the teacher and do not talk all the time

Go to school everyday

Help with the homework they are given

Other rules





DO YOU KNOW THAT YOU CAN GET INVOLVED IN THE SCHOOL?

The research has proven that **parental involvement is key to the success of the children.** whatever the socioeconomic background.

Great things happen when parents get involved.

What will your involvement do to your children? Your involvement in the school will influence the achievement of your children.

What is the difference between **parental engagement** and **parental involvement**?

Parental involvement is a first step. Helping your children with homework, attending school meetings, school festivities, volunteering when help is being asked.

Parental engagement is going further and it is when school and home act as a team.

When there is parental involvement, the grades get higher, the children develop self-confidence; the children have better social skills and classroom behaviour.



DO YOU KNOW THAT YOU CAN GET INVOLVED IN THE SCHOOL?



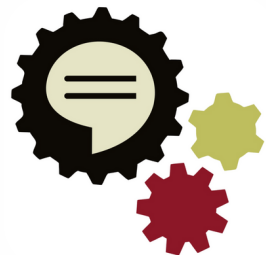
How can you - as parents - get involved?

In your child's education

1. establish routines* for learning
2. establish routines for reading
3. communicate with the teachers
4. attend school events
5. eat meals together with your children in order to communicate with them

Outside the school

1. be active in Parents' Association
2. attend and / or create a Parents' Café



*a routine is an habitual activity.

reference



HOW CAN I GET INVOLVED?

Both for you and for your children it is important to get involved in the school your children are going to.

Being involved does not mean taking the place of the teacher, but rather **collaborating with him/her**.

There are several ways of collaborating and letting your voice be heard.

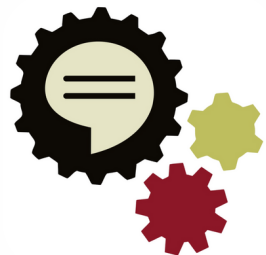
The more you are interested and collaborating with the school, the better your children will feel when attending school, the happier he/she will be and this will help them to be successful.

Here under and next page are the main ways to be involved in the school your children are attending.

Parents' Association - or Parent-Teacher Association (see page 28)



The association groups together a number of parents who have been democratically elected to represent them and be an advocate of the families to the school - see our video on the topic on the Tonga website.





HOW CAN I GET INVOLVED (FOLLOW)?

Parents' Café - see page 29

Parents' Café are **informal meetings of parents** where you can **exchange on the topic of the school**.

Sometimes a teacher is present to help you understand and answer your question. They meet regularly on specific topic. Check whether the school of your children has one and where they meet. See our video on the Tonga school website



School events

As parents, it is important to take part to the events that the school is organising. You will meet other parents, get to know new people and learn more about the school.

It can be international events, school fetes, science event... all of them are important and will help your children be happy at school and perform

Also information evenings organised by the school are important.

COMMUNICATION



Communication with the school

page 18

Means of communication

page 23

Communication with teachers and staff

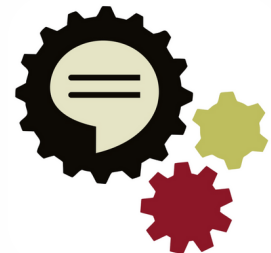
page 25

Parents' Association

page 28

Parents' Café

page 29



COMMUNICATION

the school-home communication is essential to help children be happy and thrive at school. You should take a great care about it.



In this part, we will look at communication and what it involves



Do you know that - as a parent - you have the right to reach out to the school and to the teacher to ask questions and get answer

☐☐

Do you what - as a parent - can use to communicate with the school?

☐☐

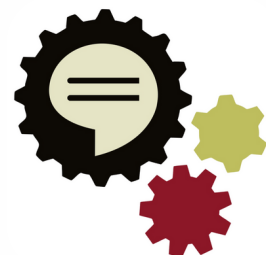
Do you know the role of each person in the school?

☐☐

Can you name all the people with whom you can communicate and to whom you can ask question the school?

☐☐

Do you know that you can ask for information in a language you understand and that you can get help to have those information translated?

☐☐

COMMUNICATION



The school-home communication is essential to help children be happy and thrive at school. You should take a great care about it.

In this part, we will look at communication and what it involves

How do you communicate with the school?

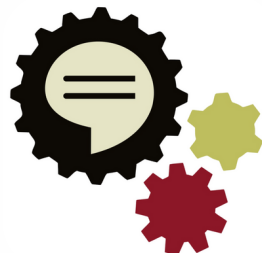
This is important. The means of communication that you are using as well as the language you are using and your attitude are making a difference on your communication.

Do you feel insecure, uncomfortable when meeting the school staff?

This can happen, but they are there to share what is happening with your child during school time.

In which language is the communication done?

If the communication is done in the school language and you do not master it well, this could be difficult and you may wish to use tools to help you or ask someone to translate for you.



Can I use the language(s) that I use at home?

☐

yes

☐

no

COMMUNICATION

How do you communicate?

In which language do you need to communicate best ?



Should your child translate for you?

yes ☐ **no** ☐

Do you know who you can contact according the question you have?

yes ☐ **no** ☐

Do you know when and how you can contact people in the school? Write their name down



COMMUNICATION

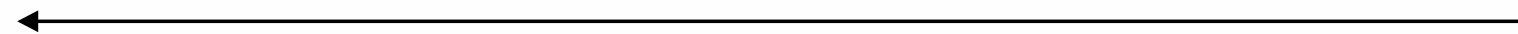
How do you communicate?



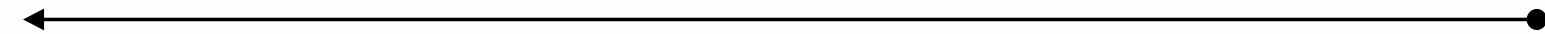
In which language do you need to communicate best ?



Should your child translate for you?



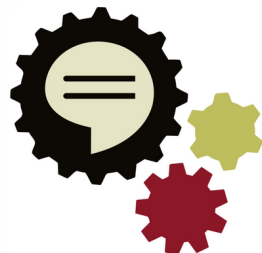
Do you know who you can contact according the question you have?



Here is what we suggest

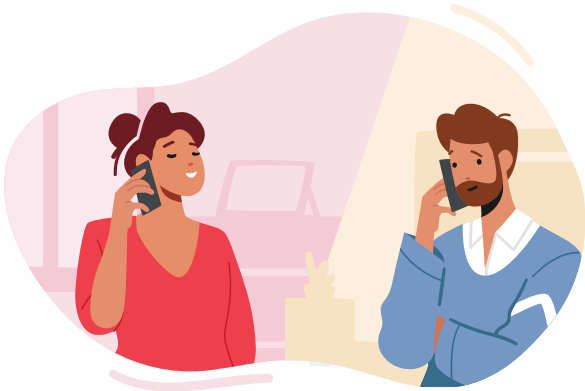
If you can, try to communicate in the school language, however feel free to use to mother language to say things which could be more difficult in the school language. There are App such as Google Translate which can be useful. Your children should not translate for you, especially when you talk about his/ her performance at school - try to find someone neutral.

Depending on the questions you have, it could be the secretary or even the teacher, try to find out through the Parents' Café or the Parents' Association, whom to address your questions. Feel free to ask for an independent translator if it helps



MEANS OF COMMUNICATION

What are you - as parents - using to communicate with the school?



mobile phone



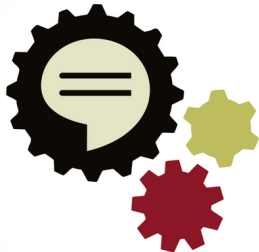
WhatsApp group



email



face-to-face meeting



Which other one am I using with whom?

MEANS OF COMMUNICATION

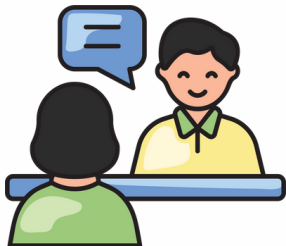
What is the school using to communicate? Mark those they use in the school where your children go.
Depending of the school, some or all of those could be used



(mobile) phone



school website



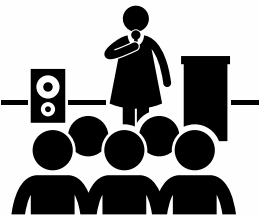
face-to-face meeting



email



newsletter



school assembly



WhatsApp group



special folder
or booklet



Please check every day your children’s school bags as they may contain information you need to know



App



social network

COMMUNICATION WITH THE TEACHER



Why should you communicate with the teacher?

Communicating with the teacher will help you understand what is happening in the class as well as being able to help your child

Why would the teacher wish to talk with me.

- school struggle of your child
- misbehaviour of your child
- anxiety or stress your child may have
- attitude of your child with the other children
- inform you about positive progress of your children



Lists the topics that may be talked with the teacher

COMMUNICATION WITH THE TEACHER



When you are going to talk with the teacher of child, it is better to get yourself ready.

How can you do that ?

Make an appointment

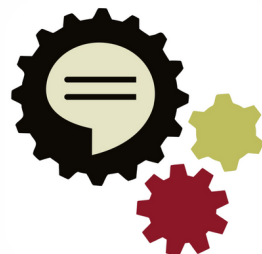
Organise what you wish to say - you can even have it written down on paper

Communicate effectively

Be open, positive and do not hesitate to ask questions

REMEMBER

Meeting with the teacher is beneficial for your child



COMMUNICATION WITH OTHER STAFF

Do you know with which other member of the school staff you can talk and ask questions?



	name	what I can reach them out for
principal of the school		
secretary of the school		
nurse / psychologue		
sport teacher		
people in charge of the canteen		
people who look after the children outside teaching times		



PARENTS' ASSOCIATION



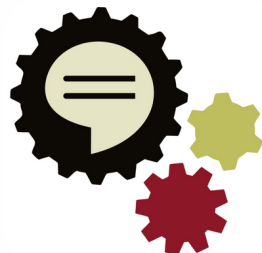
Did you know that in most of the schools there is what is called a Parents' Association - also called Parents-Teachers' Association?

As a parent, you can take part to this Association as it will allow you to understand how the school is working and what is happening in the school. **It is a place where you can meet other parents and get to know people in the community.**

How can you be involved? This group of people are set up as an association and thus there are a number of people **elected every year** who represent the parents and act as their voice to the school.

The parents' association has two main interests:

- **moral interest:** concerning the way children are treated in the school, make sure that the children are in security in the school, etc..
- **material interest:** check that the buildings are safe, check the price of the meals at school and that every child can have access, etc...



Look at the video on Parents' Association on our website.





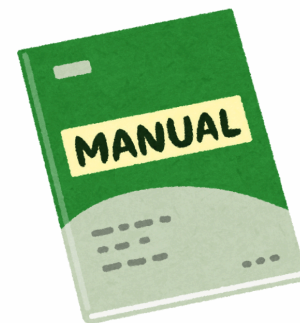
PARENTS' CAFÉ

Do you know what a Parents Café is?

A Parents' Café is an **informal gathering of parents** who are meeting to **talk about the experiences with the school**. They can ask their questions to other parents, and sometimes a teacher can be present to help them and answer questions.

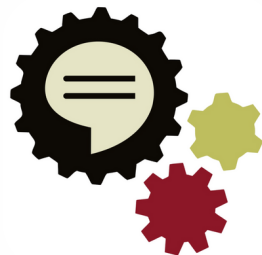


The Parents' Café is not taking the role of the Parents' Association, It has a different aim. It will give you the possibility to meet with other parents on a regular basis and will help you feel being part of the school community.



We have created a **Guidelines** to help parents set up a **Parents' Café** - please read it attentively. You may wish to open a Parents' Café in the school your children are attending

Look at the video on Parents' Café on our website.

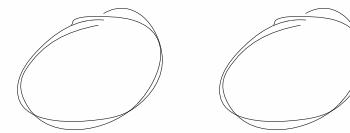


LANGUAGES

If communication is difficult and not so easy with the school and the school stakeholders, do you think it is because of the languages? Is the fact that the school and yourself do not use the same language a barrier?



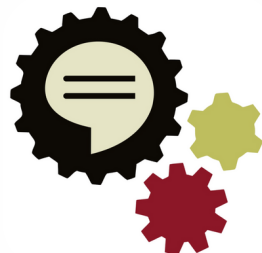
Do you think your language can be a barrier?



You are looking for help about your language(s) of origin, please contact expert who will be able to help you maintain them at home - we would advise you to contact either : [La Maison du Multilinguisme](#), [APAM](#) or [IMIB](#)

We wish you to reflect for yourself on those topics:

- a. On the languages in the family
- a. Reflect on the importance of language of the family
- c. How are your languages distributed
- d. Who can help to develop them



ARE LANGUAGES A BARRIER?

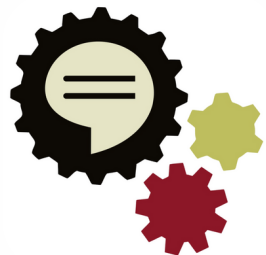
What can you do to ask people to help you?

Ask them to speak slowly

Ask for clarification

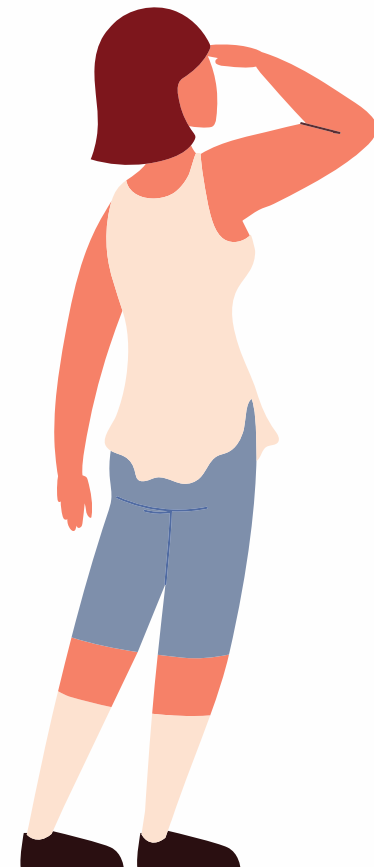
Ask them to avoid jargon and idioms

You can also use a voice translator App such as *iTranslate*



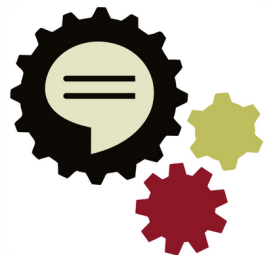
CONCLUSION

Look towards the future



**Do not forget everything will
change and
evolve as your children grow.**

**Let's make it
happen together!**





!FALL

Integration För Alla



Initiative
für Mehrsprachigkeit und
interkulturelle Bildung

IMIB e.V.



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