



# Linden Lodge School

Provider of specialist education since 1903

Title:	Linden Lodge Home School Agreement		
Type:	POLICY		
Review Cycle Frequency:	1 year		
Lead Staff:	Co-Headteachers		
Support:	Deputy Headteacher		
VERSION CONTROL:			
Version No	New document or reasons for revision	Agreed by	Date
1	Migration to new document version control system	Office	April 2021
2	Policy Update		Autumn 2021
3	Policy Update		Autumn 2022
4	Mutual respect statement added	SLT & HoDs	Spring 2023
5	Policy review	Lead staff	Autumn 2023
LINKED INTERNAL DOCUMENTS:			
LINKED EXTERNAL DOCUMENTS:			

## Equalities Statement:

We have carefully considered and analysed the impact of these policies on equality and the possible implications for people with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

## Requests for Paper Copies:

If you require this policy in a different format e.g. print or braille please contact [co-headteachers@lindenlodge.org.uk](mailto:co-headteachers@lindenlodge.org.uk)

## Wellbeing statement of commitment

We are committed to providing a healthy working environment and improving the quality of working lives for all staff and students. The wellbeing strategy aims to support our mission, core values and freedom of thought and expression, freedom from discrimination and the recognition that our community is our greatest asset. For further information on our schools commitment to wellbeing, please see the Mental Health and Wellbeing Policy and Strategy document, or visit our school website.



## Linden Lodge Home School Agreement

On admission, parents are asked to sign a copy of the following Home School Agreement, which sets out how we will work together to promote your child's learning and development.

### **The School will:**

- Value and care for each child as a unique individual.
- Assure confidentiality of personal information, in accordance with UK GDPR and the Data Protection Act 2018, and share only such information that is needed by central, local government authorities, and NHS care provision partners, for the safe and consistent provision of education and therapy services in school.
- Aim to provide the best possible education for every child, meeting his or her individual special needs.
- Give parents information about the child's progress.
- Inform parents about school activities and what their children will be taught each term, by means of termly class and whole school newsletters, timetables, news items, home-school diary and a calendar on the school website and a text messaging service to which we subscribe.
- Share information about the school's Behaviour Policy and explain the policy on the use of Physical Interventions
- Provide homework as appropriate.
- Share each child's progress and achievements via a secure online platform, Earwig.
- The school will provide a home-school diary to be used for daily written communication between teachers and parents.

### **The Family will:**

- Ensure our child is punctual and attends school regularly (aiming for 100% attendance); inform the school promptly of any absence or change in our child's circumstances that might impact on their attendance and punctuality; aim to

arrange dental/medical appointments out of school hours; avoid booking family holidays in term times.

- Inform the school if their child is absent by telephone on the first day of absence.
- Provide at least three emergency contact numbers, one of which is not resident at the child's home address and update the school of any changes to parent's/carer's emergency contact details.
- Make the school aware of any concerns that might affect the child's work or behaviour as soon as they become apparent.
- Any parents experiencing difficulties with transport should first report the matter to SEN Transport but inform school so that we are aware.
- Agree to provide consent for external professionals to share information with the school that is necessary to ensure the safe and consistent provision of education and therapy services in school
- Attend Annual Reviews and Parent consultations to discuss their child's progress.
- Share with the school (in confidence if necessary) major events at home that may affect their child's emotions.
- Agree to abide by the school's policy of confidentiality and to not share any material that has been identified as confidential or as privileged information by the school.
- Promote positive online safety and model safe, responsible and positive behaviours in the use of technology, including on social media: not sharing other's images or details without permission and refraining from posting negative, threatening or violent comments about others, including the school staff, volunteers, governors, contractors, pupils or other parents/carers.
- Support the school's approach to E-safety including the proper and safe use of mobile phones and the school ICT systems.
- Ensure that their child's access to games and devices are appropriate, by being aware of the recommended advice on screen time and access to age appropriate material.
- Ensure that any equipment or materials loaned to the child to support learning at home is returned to the school when requested
- Use the home-school diary regularly to inform the school of what the child has been doing at home and of any changes to routine, such as appointments or a different member of the family coming to pick a child up at the end of the day.

- Sign up to and regularly check the secure online platform, Earwig, to review and comment on their child's progress and achievements.

**Together we will:**

- Enable every child to develop to his or her full potential.
- Help our children develop a sense of responsibility and respect for all other people.
- Encourage children to believe in themselves, raise their self-esteem and take pride in their environment.
- Share any concerns or problems affecting their child.
- Discuss and deal with complaints.
- Ensure close liaison between home and school on all medical issues relating to the child.

At Linden Lodge we foster a culture in which all stakeholders treat each other with respect, dignity and empathy. Behaviours that undermine this will not be tolerated.

Please sign below to confirm that you will support your child and will collaborate with school in line with all school policies and procedures.

Linden Lodge School promises to work with parents/carers and pupils to support them in this undertaking and to promote learning in a safe, happy and caring environment.

<b>Child's name:</b>			
<b>Signed:</b>		<b>Date:</b>	
<b>Relationship to child:</b>			