

“This Home School Agreement is designed to support strong partnerships between school and parents by setting down clearly each party’s responsibilities and expectations”

School responsibilities and aims:

- to provide a welcoming and safe environment where pupils and staff are happy
- to provide a broad and balanced curriculum, appropriate to the needs of each pupil
- to inform parents of what is being taught and of any changes and developments
- to inform parents of their child’s progress at Annual Review and Parents’ meetings
- to have high expectations of pupils’ work, efforts and behaviour
- to value all who contribute to the daily work of the school
- to encourage pupils to show awareness and care for other people and their environment
- to keep parents informed of school events and achievements
- to inform parents of difficulties, and to work with parents to overcome them
- to liaise with other agencies involved with the pupil (e.g. physiotherapy, speech & language therapy etc) to help to provide a holistic approach
- to contact parents in the event of unauthorised school absence and inform the relevant authorities
- to inform parents of any accidents or illness during school time
- to ensure that school remains safe for pupils, staff and parents by removing from the premises any visitor who threatens or assaults anyone, or persists in abusive behaviour. Such individuals may be prosecuted.
- To support parents, carers and the wider family in the understanding of their child’s development and needs
- To report any safeguarding or welfare concerns through the appropriate channels. Details of our safeguarding policy are available on request.

Parents’ responsibilities:

- to ensure pupils attend school regularly and punctually and school is informed of reasons for any absence or lateness
- to complete the annual information and permissions checks sent by the school office
- **to ensure that school is informed promptly of any changes of address etc, especially emergency numbers**
- to inform the school in writing of any planned absence (and to take holidays during school holiday times wherever possible)
- to ensure that children who are ill do not attend school and to collect children promptly when informed by school that their child has become unwell (see school prospectus)
- to discuss promptly with school any concerns, difficulties or changes in circumstances which may affect the child’s work or behaviour
- to encourage their child’s learning, and to support behaviour and care programmes
- whenever possible to attend Annual Review meetings, Parents’ Evenings and any other meetings to discuss the child’s progress or placement
- As appropriate, to ensure all medication and feeds are sent to school with up-to-date protocols

- To support the school's Behaviour Support Policy which can be found on the school website www.themilestoneschool.co.uk on the 'About Milestone' page.

School and parents expect that children will:

- be ready in time for school transport (where appropriate) and behave appropriately on the transport
- work and try hard
- be friendly, polite, caring, helpful and accepting of help from others
- behave with respect for themselves, other people and property
- not bring any personal items of value to school, including mobile phones, MP3 players or hand held games consoles unless specifically agreed with class staff
- dress appropriately and safely
- help to keep school neat and tidy.

School is not responsible for the following:

- offering pupils a school place – this is a Local Authority (LA) responsibility
- providing home-to-school transport – all requests for transport have to be made by completing an application form. These can be obtained by phoning the SEN Travel Enablement Team **01452 426770** or SENDIASS Gloucestershire **0800 158 3603**. You can also contact either of these numbers if you need more information.
- providing therapy (speech & language, physiotherapy etc) – this is the responsibility of the health authority (although programmes put in place by therapists will be implemented by school staff, with supervision by therapists)
- recommending or providing special equipment, e.g. specialist seating, although school will part-fund such seating in conjunction with the LA
- School will not be responsible for personal items, as listed above.

All parents are invited to join staff in setting a good example for our children by not:

- Using social network sites to make derogatory comments or posting photographs; including making comments about pupils, other parents, other staff members, the senior leadership team, governors, local authority or the wider community
- Posting photographs of other people's children on social network sites without their permission.

Please keep this Home School Agreement in a safe place.

Unless you tell us otherwise we will assume that you accept the contents of the Home School Agreement.

If you wish to discuss any aspect of the Agreement please contact Mrs Lyn Dance, Head Teacher on 01452 874000 or you can write to her at The Milestone School, Longford Lane, Gloucester, GL2 9EU.