



# PAPAKAIO SCHOOL



## 201 Community Partnership, Communication and Consultation Policy

### PURPOSE

To have and maintain good channels of communication as part of the three way partnership between school, home and the BOT to help foster partnership, goodwill, and positive outcomes for the children within the school.

This can take three different forms:

- Communication
- Consultation
- Reporting

### Communication

- 1 Communication to parents is usually by newsletters emailed home weekly. These are also available on the school website. A paper copy is available upon request.
2. The school web site [www.papakaio.school.nz](http://www.papakaio.school.nz) has a strong level of information on how the school operates and general overview of day to day operations.
3. Facebook page - <https://www.facebook.com/pages/Papakaio-School/223551197782400?fref=ts> is used primarily for instant and urgent messages such as cancellation of a sports practice or game as well as providing a window into our day to day activities.
4. Each teacher is required to email regular newsletters to keep parents informed of the learning, programmes and up and coming events.
5. Parents are encouraged to participate in all school activities. Forward notice of these is given through the school newsletters or a classrooms e-letter.
6. Parents are welcome to visit classrooms but need to be mindful they are not interrupting learning.
7. The Charter and Board Policies and plans are available on the web site for parents and members of the community to read. The interest of parents in these documents is welcomed.
8. BOT meetings are open to the public.
9. The school calendar is kept up to date and is available on the school website.

### **Consultation**

1. The teaching team and BOT may from time to time consult the school and wider community on different matters relating to the school, its governance and management. This may take different forms such as survey or a direct request for information. For example - consultation on the health curriculum.
2. Advance notice is given of Board meetings in the school newsletter. The Agenda will be made available for public viewing at the office.
3. Members of the Board are available to discuss matters of interest or concern to parents. The Board is collectively responsible for its plans and decisions, and therefore any undertaking must be through the Board rather than an individual member of the Board.

### **Reporting**

1. The Board reports at least annually to the community on;
  - financial, property, personnel management and audits.
  - achievement
  - Board policies and policy reviews.
2. Confirmed minutes of Board Meetings are available for inspection at the school office and published on the school website.

Reviewed August 2018