



## PARENT INVOLVEMENT

### **Rationale:**

Cheltenham Primary School believes that through parent involvement there are many benefits to be gained through partnership between parents and teachers through parental involvement in school programs and activities.

### **Aim:**

A Parent Involvement program will aim to engage parents in their child's learning and provide them with an understanding of school and classroom operations and procedures and to contribute to their child's learning through active involvement.

### **Implementation:**

- The program aims for parents and teachers to work in partnership in the educational support activities of the school and their children.
- Parents will be invited and actively encouraged by the Principal, teachers and School Council to be involved in a wide range of activities – classroom and specialist teacher based activities, canteen, excursions camps, working bees and other special events.
- The Principal and staff have a DUTY OF CARE to all who use or are on Department of School Education property. For teachers, this is mainly concerned with the physical and emotional well-being of the students. For the principal this is extended to cover students on their way to and from school, students at school or on school activities, teachers and others on school premises.
- The school Principal occupies the Ministers Property and as such is a representative of the Minister. The Principal has the responsibility for what happens on the Minister's property and has the ultimate and administrative and operational management of the school.
- While on school premises or on school business (eg excursions) staff, parents, volunteers, contractors, and visitors are responsible to the Principal.
- For School Council-organised activities, volunteers are responsible to School Council through the person in charge of that activity.
- The Principal may give approval for parents to volunteer their assistance at school if he / she is satisfied that all issues related to the duty of care owed both to students and staff, community standards and expectations and the reputation of the school are taken into account in making decisions in relation to a parent's involvement while on school premises:
- All parents must undergo a Working with Children Check [WWCC] and be registered in accordance with the current legislation. This registration must be current at the time of assisting in classrooms.
- Parents are to maintain confidentiality in relation to children's school progress and performance in accordance with the Privacy Act. Matters relating to staff performance should be raised with the principal.
- If parents suffer an accident whilst working in a voluntary capacity they may be covered by WorkCover. However, they must notify their injury to the Principal immediately who will make a note in the accident register, and follow up any necessary administrative matters.

### **Evaluation:**

This policy will be reviewed as part of the school's policy review cycle.

This policy was ratified by School Council

May 08 & March 09



Cheltenham Primary School operates within the legal framework, guidelines and compliance requirements as determined by the Training Reform Act 2006.

**Education Training and Reform Act 2006:**

<http://www.education.vic.gov.au/about/directions/reviewleg.htm>

**Government Schools Reference Guide** – excursions, camps, sports, duty of care

<http://www.eduweb.vic.gov.au/referenceguide/>

**Privacy Act:** Respecting sensitive issues – parents, students, staff

<http://www.education.vic.gov.au/about/deptpolicies/informationprivacy.htm>

**School Compliance:** Meeting legislative requirements

<http://www.education.vic.gov.au/management/schoolimprovement/accountability/checklist.htm>

**School Governance:** School Council, roles and responsibilities.

<http://www.education.vic.gov.au/management/governance/schoolcouncils/role.htm>

**Working with Children registration requirements:**

<http://www.eduweb.vic.gov.au/hrweb/employcond/res/crimcheck.htm>