

PARENTAL INVOLVEMENT AND ENGAGEMENT POLICY

1.0 Objectives

The objective of this document is to provide information on Parental Involvement and Engagement.

2.0 Scope

This process applies to GIIS Dubai.

3.0 Policies

Scope/Intent

Parents and guardians should be at the heart of any child's education. While teachers are there at the front of the classroom, it's the family you come home to who provide an essential foundation for academic success. That's why we believe that parental involvement in school is so important.

Research regularly demonstrates just how essential parent and caregiver engagement is to an excellent education. To make sure our pupils are given the very best start, we work hard to develop strong partnerships with the parents and guardians of our diverse body of students. We're committed to encouraging supportive, hands-on parenting in all our schools.

Responsibility & Authority

The receptionist shall be a member of the Parent Support Group and shall coordinate the parent engagement initiatives. The Supervisors shall be responsible for Parent Teacher Meetings for their respective levels. Principal shall be the final authority in approving the parent engagement programme.

Application

This Policy is applicable to all teaching and non-teaching staff of the school and all the parents of the students studying in the school.

Policy

The school considers parents as partners and important stakeholders in the schooling of the students and thus wholeheartedly encourages parents to take active part in the education of their children. Following shall be the policy regarding parent engagement at GIIS.

Communication

School has dedicated intranet for the use of parents. This intranet is the one stop solution to a parent's two way communication needs. All circulars and important information from the school such as curriculum document, school calendar, Parent Teacher Meeting schedule etc. shall be facilitated through the school intranet. The portal also facilitates SMS communication to parents when needed.

- **Parent Orientation Programme:** The school shall arrange a Parent Orientation Programme at the beginning of each academic year to familiarize the parent with regards to the curriculum, grade specific activities and expectations from the school. All new parents are expected to attend the orientation. Parents of the continuing students shall be called for specific sessions where needed.
- **Email Communication:** Each parent shall have a unique user id on the school intranet and shall be able to communicate with the teachers, administrative staff and the school leadership. All teachers teaching a particular grade shall have access to email the parent to keep them informed of any or all matters related to the student's education.
- **Parent Teacher Meetings:** School shall arrange minimum three formal parent teacher meetings to facilitate interaction between the parents and the teachers to discuss matters pertaining to progress of the students. Parents shall have access to the large majority of teachers teaching their children during the PTM.
Besides the formal PTMs, parents can seek appointments with the subject teachers or class teachers or any administrative staff of the school during the school hours to discuss any matter they may concern them with. Teachers shall not be available for meeting without appointment on regular school days.
- **Regular Academic Updates:** School, at its discretion may send out weekly or monthly reports or newsletters to parents on the academic and co-scholastic work happening in the classrooms. Besides formal academic reports, parents shall be updated on the academic and non-academic activities happening in the school from time to time.
- **Newsletters and Social Media:** School shall make extensive use of the official school website, school intranet, official school Facebook page, Twitter account to keep the parents and students updated on the various happenings at the school such as special assemblies, celebration of events like UAE National Day, School Annual Day and Sports Day, etc. Grievances posted on the social media by parents will not be addressed or entertained and shall be removed. Parents must use school intranet to communicate their grievances or concerns.

On special occasions, school shall make efforts to send out special newsletters to all parents through school intranet.

- **Parents as Guest Speakers:** School believes that many parents are individuals with expertise in some specific area. It shall invite selected parents to deliver lectures and demonstrations to students under the supervision of the school faculty and school leadership.
- **Parents as partners:** Whether it's volunteering in the classrooms or planting new greenery in our grounds, there are all sorts of opportunities for parental involvement at GIIS Dubai. We regularly welcome parents and guardians at our campus to help nurture a sense of community among teachers, parents and students.

- **Parents Support Group:** School shall facilitate parent Support groups from among the volunteering parents who shall work in collaboration with school and other parents to support the school in it's initiatives as well as bring up common concerns of parents to the attention of the senior leadership team for their intervention and appropriate action.

[Back to Index](#)