



## St. Thomas More Catholic Primary School

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### School's, Parents'/Carers' and Pupils' Responsibilities

#### The School's responsibilities

- Uphold the values set out in the Mission Statement
- Value the contribution made to the School by parents
- Contact Parents if there is a problem with attendance, punctuality or equipment;
- Let Parents know about any concerns or problems that affect their child's work or behaviour;
- Set, mark and monitor homework
- Arrange Parents' Evenings during which progress will be discussed;
- Keep Parents informed about School activities through regular letters home, Newsletters and Notices about special events. Most of this information will be provided by email.
- Support children with S.E.N.D.
- Respond quickly to concerns parents may have regarding the academic, social or emotional welfare of children.

#### Parents' / carers' responsibilities

The prime responsibility for ensuring children receive an appropriate and full-time education rests with parents/carers (defined by the Education Act 1996 as those with parental responsibility and those who have the care of a child), who will be supported and encouraged by our school

St Thomas More School expects Parents/Carers will:

- ensure that children are in class for registration by 8.45am each morning;
- ensure their children attend the school regularly;
- support their children's attendance by keeping requests for absence to a minimum;
- not expect the school to automatically agree any requests for absence, and not condone unjustified absence from school.

Parents will also be expected to:

- notify the school on the first day of absence by calling the school office by 9.10am
- ensure their children arrive at school on time, no earlier than 8.35am, properly dressed and with the right equipment for the day;
- work in partnership with the school, for example by attending parents' meetings and consultations, signing homework diaries when asked to do so, taking an interest in their children's work and activities

- contact the school without delay if they are concerned about any aspects of their children's school lives. We will endeavour to support parents to address their concerns.
- Provide medical evidence for absence when requested.
- Support the school's policies and guidelines for behaviour.
- Support the school's policies for uniform, PE uniform and shoes
- Respect the dignity of each child by remaining confidential when working in the classroom on a voluntary basis.

### **Pupils' responsibilities**

All pupils should be aware of the importance of regular school attendance. If they are having difficulties that may prevent them from attending school regularly, they should speak to their class teacher.