

Home School Agreement 2023-2024

**This Home School Agreement is designed to support strong partnerships
between school and families**

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 families of what is being taught and of any changes and developments
- to inform families of their child's progress at Annual Review and Families' 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 families informed of school events and achievements
- to inform families of difficulties and to work with families 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 families in the event of unauthorised school absence and inform the relevant authorities
- to inform families of any accidents or illness during school time
- to ensure that school remains safe for pupils, staff and families by removing from the premises any visitor who threatens or assaults anyone or persists in abusive behaviour. Such individuals may be prosecuted.
- To support families 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

Families' 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 school is informed promptly of any changes of address etc. especially emergency numbers
- to inform the school in writing of any planned absence (to take holidays during school holiday times wherever possible)
- to ensure children who are ill do not attend school and to collect children promptly when informed by school that their child has become unwell (see the webpage [Is my child too ill for school?](#))
- 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, Families' 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 Positive Behaviour Support Policy which can be found on the school website www.themilestoneschool.co.uk on the 'About Milestone' page

School and families 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
- 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 must 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

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

- Not using social network sites to make derogatory comments or posting photographs; including making comments about pupils, other families, other staff members, the senior leadership team, governors, local authority or the wider community
- Not posting photographs of other people's children on social network sites without their permission.
- Treating school staff and other professionals with respect (see Appendix 1)

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 Stephen Dowell, Headteacher on 01452 874000. You can email him at admin@milestone.sandmat.uk or you can write to him at The Milestone School, Longford Lane, Gloucester, GL2 9EU.

Appendix 1

Staff, families and other professionals at The Milestone School, have the right to be treated with respect. The Milestone School acknowledges that the majority of visitors to the site, or people who call the school are polite and respectful. Unfortunately, on rare occasions this is not the case. Behaviour which is seen as unacceptable includes, but is not limited to:

- Physical assault on another person
- Making a threat of physical assault on another person, either in person or over the phone
- Swearing at another person, or repeated use of foul language during the course of a conversation
- Shouting at another person
- Making derogatory comments about another person either face to face or via social media
- Racist comments or any other comment directed at a person's ethnicity, religion, gender, sexual orientation or disability

Staff reserve the right to terminate a phone call, or ask a person to leave the school site if behaviour towards them or others is deemed to be unacceptable. If expected standards of behaviour are breached, measures will be put in place. These will be focussed on ensuring that staff, families and other professionals are safeguarded, and that future communication with the school is positive. All measures will be explained to and discussed with the person concerned prior to being implemented. These measures might include:

- An initial warning, either verbally or in writing, that any further instances of unacceptable behaviour will result in measures being put in place
- Being called in to school for a meeting with SLT, or should this be ineffective, a meeting with the CEO of SAND Academies Trust
- Only being able to communicate with a single, nominated member of staff
- Only being able to communicate via Dojo / email
- Signing an individual agreement regarding how that person behaves towards / speaks to staff, families and other professionals
- Calling the Police in the event of physical threat or persistent disruptive behaviour
- As a last resort, banning a person from the premises