

Family Engagement Statement



Help for nonEnglish speakers: If you need help to understand the information in this policy
please contact the Office on 59644557

Page 1 of 4

Rationale:

At Seville Primary our families and the school community have an important role in monitoring and promoting children's safety and wellbeing, being involved in and contribute to the educational experiences of their children and helping children to raise any concerns. We take seriously the need to help parents, carers, families and communities play their part in protecting children.

Statement:

To support family engagement, at Seville Primary School we are committed to providing families and community with accessible information about our school's child safe policies and practices and involving them in our approach to child safety and wellbeing.

We use a variety strategies to engage our families. At Seville Primary School we aim to create a welcoming environment, engage families and communities in building a child safe organisation, provide regular opportunities to communicate, reflect the diversity of the school community, provide inclusive and accessible information and build family and community involvement in child safety into business as usual. Refer to Appendix A "Strategies for Family Engagement " for further details.

In regard to the development and review of our child safety policies and practices, we will create opportunities for families to have input into and encourage them to raise any concerns and ideas for improvement.

We do this by:

- Seeking input from families and the community through a variety of means to meet the communication needs of our families. This may include through Compass, via our school website Child Safe page, our weekly bulletin, school council, student, staff, and parent meetings and SPS Parents and Friends Facebook Group.
- all of our child safety policies and procedures will be available for students and parents at <http://www.sevilleps.vic.edu.au/child-safe.html>
- The Weekly Bulletin and/or Compass will inform families and the school community about any significant updates to our child safety policies or processes, and strategies or initiatives that we are taking to ensure student safety.
- PROTECT Child Safety posters will be displayed across the school as well as other appropriate child safe material deemed applicable. Every effort will be made to provide information to children in a child-friendly, easy to read format.

Statement review

This policy will be reviewed as part of the School's three-year review cycle

Statement last reviewed	July 2022
Approved by	Principal and School Council
Next scheduled review date	July 2024

Family Engagement Statement

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Page 2 of 4

Appendix A - Strategies for Family Engagement

Create a welcoming environment

Action
Provide new enrolments with family welcome packs that includes contact person details, information about child safety, the school's concerns and complaints processes and how to raise concerns.
Host family welcome events in Term One including Tea and Tissues Morning Tea, Stampede, New parent lunch at a local cafe.
Conduct school open days or host community events early in the year, such as a school fete or fair, to welcome families and the broader community.
Create a welcoming environment at school reception so community members and families feel respected, included and safe to come onto school grounds. Reception area to include a variety of inclusive posters, contact details who families can talk to, copy of applicable policies, photos and art work, staff and school council photos.

Engage families and communities in building a child safe organisation

Action
Ask parents and carers about their children. This will be done in formal settings by teaching staff in parent/teacher interviews, and informally by teaching staff, Principal and School Council during chance meetings at pick-up and drop-off.
Provide parents and carers with information about children's rights via website, newsletters, SPS P&F, posters or parent information sessions.
Teaching staff will regularly engage with parents, carers and students and discuss the needs of students through parent/teacher interviews.
Provide information on how our school approaches child safety topics at families information nights (such as Open Night prospective parent meeting). Seek community views where appropriate to do so. Make sure you have processes in place to manage disclosures if they arise.

Provide regular opportunities to communicate

Action
Provide frequent opportunities for parents and carers to engage with staff to discuss their children's experiences at school.

Family Engagement Statement

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Page 3 of 4

When required, organise interpreters and translations to engage families from non-English speaking backgrounds in conversations about the school's child safety strategies.
On enrolment, ask families and carers about their preferred methods of communication, including email, social media, meetings and workshops and use their responses to inform your communications approach.
Incorporate child safety questions in parent and carer surveys to measure awareness and confidence in the school's child safety approach and to support ongoing improvement.
Remind the school community about the shared roles of parents, carers and school staff in creating a positive environment for learning by promoting the Respectful Behaviours in the School Community Policy External Link .
When/where possible, organise community workshops on child safety and wellbeing topics, for example, respectful relationships or online safety. Provide families with take-home information to help them to talk to their children about safety and wellbeing at home.
Communicate with and appropriately involve families at all stages of the process if a concern raised or complaint is made.

Reflect the diversity of the school community

Action
Where applicable, select meeting venues that are physically accessible, welcoming and culturally safe.
Annually and on enrolment, check our family profiles to make sure our newsletters and communications are culturally inclusive.
Encourage volunteer positions from families from diverse backgrounds, including people with a disability, Aboriginal people, and those from culturally and linguistically diverse backgrounds.

Provide inclusive and accessible information

Action
Display the PROTECT poster (PDF, 203KB) External Link in shared areas that are accessible to parents and the community, including office reception, BER, classroom foyer area
Provide child safety information that is easy to read with child-friendly language
Provide links to the school's child safety policies in the school's social media posts, newsletters and staff circulars.
Check that the students, school staff, and members of the school community know who to contact if they have a concern about child safety. Keep this information up to date and accessible, and review it regularly.

Family Engagement Statement

Help for nonEnglish speakers: If you need help to understand the information in this policy please contact the Office on 59644557

Page 4 of 4

Build family and community involvement in child safety into business as usual

Action
Child Safety is a standing item at School Council Meetings
Report on the outcomes of relevant reviews to staff and volunteers, community and families and students to show transparency and accountability.
Encourage families and carers to advocate for their children and champion their safety while at school and in other environments, including extra-curricular activities such as sports, tutoring, music and language classes.
Acknowledge the important role that families and communities play in monitoring children's safety and wellbeing and helping children to disclose concerns.
Communicate with and appropriately involve families at all stages of the process if a concern or complaint is raised.