

How family-friendly is your school?

- Photographs of all those involved in supporting and working with families, including volunteers and members of the Family Council, are displayed in the school reception area.
- The roles and responsibilities of key family workers and Family Council members are displayed in the main entrance of the school.
- There is a Family Suggestion Box in the school reception area.
- There is a Family Information Board inside the main reception area, outside the Family Partnership Room in school and also outside the school gates.
- A map of the school that is colour coded for different areas is provided to any family visitors to help them locate where they need to go.
- Signage around school is clear and uses symbols and different languages. It is also positive in its message, e.g. *'Please use other door'*, rather than *'No admittance, keep out'*.
- School policies and any other written information for families are available in a range of different formats and languages.
- Letters home with forms to sign and be returned are in a consistent colour, (e.g. green) to alert families that these are important and need signing and returning.
- Any concerns and issues raised by families are dealt with promptly by the member of staff concerned and/or by the head teacher.
- The school provides a good quality family-friendly welcome pack for any new families joining the school.
- The school provides a designated Family Room that is accessible and enables families to drop in for meetings, training and social events.
- The school website and the Live Channel are family-friendly and depict aspects of family partnership working both in the setting and in the local community.
- Families on arrival at reception receive a warm welcome from staff.

Figure 6.1 Family-friendly school checklist



Photocopiable:

Family Partnership Working © Rita Cheminais, 2011 (SAGE)