

# **PARENT INVOLVEMENT AND COMMUNICATIONS**

## **Parent Visitation**

We strongly encourage parents to be active stakeholders in the education of their children. Thus, classroom visits are encouraged. However, classroom visits are considered a privilege and should be nondisruptive to the education process of all. The School Director reserves the right to limit the scope and duration of classroom visits. No visitors are permitted in the building after 2pm daily, in preparation for dismissal.

- Parents must be present for any birthday celebrations they chose to have for their student(s)
- You are NOT allowed to send in/drop off food without providing adult supervisor
- ALL birthday celebrations MUST take place during your child's lunch time

## **Volunteering**

Parents are encouraged to participate in School-related activities, including those pertaining to curriculum and instruction, such as tutoring and storytelling. Volunteers may also be involved in monitoring the playground and assisting with School events. In addition, parents are encouraged to contribute their time and talent to organizing extracurricular activities and community outreach projects.

All volunteers must complete an Application for Employment and a Character Questionnaire, and each must be fingerprinted (for federal and state clearance) and pass a TB test. Volunteers receive structured training, and must follow all policies and procedures defined by the School. If activity occurs that is not in keeping with the School policies, the school director reserves the right to relieve the volunteer of his or her responsibilities.

## **Student Agendas/ Homework Folders**

Sugar Creek Charter School has included student agendas in the list of materials needed by all students in grades 3-8. Each student will be issued one agenda at the start of the school year. Replacement agendas may be purchased from the school. The student agenda is a communication and organizational tool that encourages student responsibility and parental support. Students are required to record assignments in their agendas on a daily basis. The agendas will also provide parents with helpful information regarding procedures and dates relating to the operations of the school. Parents are to sign the agendas daily after checking their child's work. Students in grades K-2 must have a designated folder for homework. These folders should be examined on a daily basis by a parent to ensure that assignments have been completed. This will also provide information regarding the student's behavior progress. Please examine your child's folder/agenda daily.

## **Parent Conferences**

Formal parent/teacher conferences are scheduled three times a year to facilitate open communication between parents and teachers regarding students' progress. Refer to the School calendar for specific dates. Informal conferences or conversations may also be scheduled with teachers or School leaders at any time throughout the year.

## **Parent Newsletters**

Our school newsletter, The Parents Peek, will be posted to the school's website **every Wednesday**, from the School's Leadership Team highlighting announcements of upcoming school-wide events.

## **Progress Reports and Report Cards**

Progress reports will be sent to parents each quarter to provide specific information about student progress in each subject. At the end of each semester, parents will receive report cards with cumulative data on their children's performance and progress.