



**THE HOME SCHOOL AGREEMENT  
POLICY**

## INSIGHT MULTI ACADEMY TRUST POLICIES AND PROCEDURES

### CHANGE CONTROL

| Date        | Issue | Details of change  |
|-------------|-------|--|
| 07/04/2017  | 0.a   | Initial Draft  |
| 30/06/2017  | 0.b   | Updated following review by Trustees                             |
| 19/07/2017  | 1.0   | Updated following approval at Board Meeting 18/07/2017           |
| 21/06/2021  | 1.a   | Updated following review   |
| 30/06/2021  | 2.0   | Policy updated following Board Approval at meeting on 30.06.2021 |
| Summer 2025 | 2.a   | Updated following review by Trustees                             |
| Summer 2025 | 3.0   | Updated following approval at Board Meeting 24.06.2025           |

|                    |             |
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| <b>Next Review</b> | Summer 2029 |
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### AUTHORISATION

Approved at Board Meeting on 24th June 2025

Signed:



24-8-25

**Chair of Board**

**Date**

# **INSIGHT MULTI ACADEMY TRUST POLICIES AND PROCEDURES**

## **Home School Agreement Policy & Procedure**

### **Introduction**

The Home-Academy Agreement is an important contribution to the life of the Insight Multi-Academy Trust (IMAT). It sets out what each Academy, parents/carers and the students agree together for the good of the whole Academy and each individual within it. The partnership between the home and Academy is one of the most important influences on the education and personal development of our students. This Agreement recognises the need for good partnership working between the home and Academy and seeks to build on it.

### **Key Elements**

This Home School Agreement is intended to be a helpful document and will serve to remind everyone what is needed to ensure that all of our students, their parents, carers and families are successful and happy members of the IMAT community.

Prior to starting at the IMAT all students and parents/carers must ensure that they have signed the Home School Agreement. In the hopefully rare event of serious misdemeanour it may be referred to, together with the IMAT's Behaviour Policy, in determining the school's response.

### **Parental Involvement**

#### **Aims**

1. To recognise the importance of having parents as partners in the education of students.
2. To promote effective parental partnership and involvement in their child's learning and in the life of the school.
3. To provide support and information for parents.

#### **Objectives**

1. To foster an ethos and atmosphere where all parents feel welcome and valued.
2. To maintain an 'open door' approach so that parents are able to communicate with staff on a regular basis, both formally and informally.
3. To develop a means to ensure that all parents are involved and this may mean we have different strategies for involving fathers or parents who work and live apart from their children.
4. To ensure ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families.
5. To inform all parents on a regular basis about their children's progress.
6. To provide as much information as possible in timely, specific, targeted and accessible ways so that parents feel confident and knowledgeable in supporting their children's learning

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7. To ensure that all information related to the IMAT, meetings and other activities is sent to parents with basic skills' needs or those for whom English is an additional language, in a format and language that parents can understand, as far as is practicable.
8. To provide opportunities for parents to learn about the curriculum offered and assessment methods used in the Academy.
9. To inform all parents of the IMAT's policies, system for registering queries, complaints or suggestions and to ensure that all parents have access to our written complaints procedure. To seek and welcome parents' views and opinions and act upon them
10. To provide support through a range of agencies and encouragement for families suffering difficulties/crises or barriers to involvement.
11. To work with parents in promoting positive behaviour at home and in the IMAT.
12. To involve parents in the planning and review of their children's learning
13. To seek to provide a range of activities, courses and workshops to promote parental involvement in children's learning and also lifelong learning for both students and adults.
14. To involve all parents in the shared record-keeping about their children and ensure parents have access to their children's written records. The vision for the IMAT is that parents and carers will have access to the learning platform whereby they can track the progress, attendance and behaviour of their son and daughter.
15. To hold meetings in venues that are accessible and appropriate for all

### **Communication, sharing information and real time reporting**

The IMAT will communicate and share information with parents and carers in a variety of ways;

1. Verbally either in a meeting at the school or by telephone
2. In a written format or a format that is accessible for the parent or carer
3. Through a student home visit (when appropriate)
4. By email or text when appropriate
5. Through the school website and learning platform

The IMAT is aware of the requirement to provide information to parents covering achievement, progress, attendance, behaviour and additional needs. This student information will be made available by providing parental access to parts of the relevant learning platform for the school.

# INSIGHT MULTI ACADEMY TRUST POLICIES AND PROCEDURES

## Appendix 1

### Vision and values at Sir Graham Balfour **'Learning, Working and Succeeding Together'**

For us, the 'together' is absolutely critical; collaboration, cooperation and teamwork are essential for developing the skills, knowledge and confidence necessary for academic and personal excellence. As well as the drive to achieve academically, the ability to self-regulate, to communicate clearly with others, to know and be proud of who you are, to be compassionate to others and to be ambitious for yourself and others are equally important.

We passionately believe that the circumstances of birth or upbringing should not be the key determining factors to success in life and we are relentless in our ambition for ALL children to achieve as well as possible at Sir Graham Balfour School, regardless of their sexual orientation, socio-economic, ethnic, religious or gender status.

Therefore, the Home-School agreement is critical in setting out what each Academy, parents/carers and the students agree together for the good of the Whole Academy and each individual in it. Each individual Schools Values' must be central to the home school agreement.

### **Sir Graham Balfour Values**

Our aim as a school, working alongside parents and our community, is to help students to become outstanding and effective citizens; to make responsible, appropriate and healthy choices in all things. Staff and parents will not always be there, at the point where critical decisions need to be made. This is why we are committed to **values based learning**; *rules* prescribe a set of appropriate/inappropriate behaviours (e.g. don't run in the corridors) which are specific to given contexts, whereas *values* provide a set of aspirational guidelines within which children must choose the right behaviour or action for the vast array of contexts they will be faced with in life (e.g. how do I need to move around the school if I am taking responsibility for myself and others?).

These are the values which we believe will help our students to become excellent citizens of Stafford and beyond:

- Commitment to excellence
- Responsibility for ourselves and others
- Respect, Kindness and Compassion for ourselves and others
- Care for the local and wider Community
- Ambition for ourselves and others
- Perseverance and resilience
- Pride in working hard and the success it brings

Our values drive and shape every aspect of school life, taking the place of school rules. They seek to reinforce the development of the whole person, in addition to the academic. They are values which will, if routinely exemplified and embedded, give our young people all the skills and characteristics necessary to become outstanding citizens of the future.

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Good behaviour and attitudes, and the recognition they bring, are vital in maintaining a culture where all can learn, all can succeed, all feel safe and secure. This policy sets out how the Values led home-school agreement can lead to positive achievement and that behaviour is shaped in order that a positive learning culture can reign.

### Aim

- **For pupils to have a Commitment to Excellence** so they try their very best at all times, including in lessons, in House Time, in the local community
- **To ensure that pupils have Responsibility for Themselves and others** meaning that they own up, don't make excuses and blame others, remember their negative actions have an impact upon others' learning. Pupils should encourage their friends to do the right thing at all times too.
- **So that pupils have Respect, Kindness and Compassion for themselves and others so they** take time to listen to each other, consider how we speak to each other, have good self-awareness of their own well-being and ensure a school work/life balance
- **To promote Care for the local and wider community**, what does it mean to help one another? What activities/clubs are pupils involved in? Being proud of the area they live in, looking out for friends and neighbours.
- **For pupils to have Ambition for themselves and others**, aim for the stars, don't settle for mediocre, encourage others to do the same, demonstrate support for one another, encourage their friends to do the best they can do.
- **To have Perseverance and resilience**, so pupils never give up, learn from their failures and their successes, remember all success will come from hard work and dedication. Bounce back, failure is a natural step towards success.
- **To have Pride in working hard and the success it brings**, so pupils embrace their successes, remember how success makes them feel. Enjoy the praise pupils get and recognise that hard work will bring lots of rewards.

## INSIGHT MULTI ACADEMY TRUST POLICIES AND PROCEDURES

### The IMAT HOME-SCHOOL AGREEMENT

**As parents**, I/we shall ensure that:

- My child follows and understands the Schools' Values
- My child goes to school regularly, on time, dressed in the correct uniform and properly equipped for every lesson.
- The school are made aware of any concerns or problems that might affect my child's work or behaviour.
- The school's policies and guidelines for all aspects of school life are supported.
- My child is supported with their homework and other opportunities for home-learning.
- We shall attend Parents' Evening and other opportunities to hold discussions about my child's progress are attended
- An interest is taken in my child's academic and pastoral life at school.

Signature(s) ..... (Parent/Carer)

**As a school**, we will aim to:

- Ensure all students understand and exemplify the Schools' Values  
Care for your child's safety, well-being and health.
- Ensure that your child achieves his/her full potential as a valued member of their school community.
- Provide a broad and balanced curriculum that meets the needs of all children.
- Encourage high standards of work from staff and students.
- Encourage high standards of behaviour by building good relationships and developing a sense of responsibility, resilience and perseverance
- Keep you informed about general school matters and about your child's progress.
- Be open and welcoming at all times and offer opportunities for you to become involved in the daily life of the school.
- Keep the school environment in good order.

Signature(s) ..... (Form Tutor)

**As a student**, I will follow the Home School Agreement which includes:

- Abiding by the Schools' Values
- Respecting the authority of the staff.
- Arriving at lessons on time and maintaining a high level of attendance.
- Bringing all the equipment I need every day.
- Wearing the school uniform correctly in accordance with school uniform rules.
- Doing all my classwork and homework as well as I can.
- Not disrupting lessons and allowing teachers to teach and students to learn.
- Respecting the school environment, including books, equipment and other resources.
- Being a supporting member of my school community
- Respecting fellow students.

Signatures(s) .....(Student)

## **INSIGHT MULTI ACADEMY TRUST POLICIES AND PROCEDURES**

### **Being successful in school will look like.**

**Success in school from both an academic and personal development perspective is built on the partnership between school, the child and the parents.**

**Every student has the right to the highest possible standard of education. The school, parent and child all have key responsibilities to ensure this happens.**

### **Commitment to Excellence.**

- **Attending:** each day and arriving on time for school and lessons
- **Pride:** Wear our uniform with pride
- **Prepared:** Bring everything we need to lessons
- **Listening:** One voice in the room so that the thoughts and answers of all are respected
- **Behaving:** Be on task throughout the lesson - making it easy for everyone to learn and for the teacher to teach
- **Integrity:** Always doing the right thing, even when others are not looking
- **Care:** Taking good care of ourselves, our property and our time

### **Respect, Kindness and Compassion for ourselves and others**

- **Respect:** Recognising that teachers are the authority in school and following instructions is essential
- **Kind:** Being courteous, co-operative, friendly and showing consideration for other people's feelings and points of view
- **Humble:** Always thinking the best for others before ourselves, being respectful in victory and defeat
- **Language:** Always speaking in a respectful way towards students and staff, never using racist, sexist or homophobic terms
- **Safe:** Moving around the school safely and sensibly, taking care of other people's property

### **Care for the local and wider community**

- **Environment:** Taking good care of property and the environment, in and around the school
- **Impression:** Making sure we always give the right impression of the school
- **Community:** Playing an active part in helping improve the school, the local community and our global community

### **Ambition for ourselves and others**

- **Ambition:** Always aiming high and not settling for mediocre
- **Confidence:** Believing in ourselves and taking pride in all that we do, both academically and socially
- **Teamwork** Encouraging our friends to do the best they can do

### **Perseverance and resilience:**

- **Reflection:** Learning from our failures and our successes
- **Determination:** Remembering all success will come from hard work and dedication
- **Grit:** Understanding that failure is a natural step towards success

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### **Pride in working hard and the success it brings**

- **Celebration:** Embracing and celebrating our successes and others
- **Feelings:** Remembering how success makes you feel
- **Modesty:** Enjoying the praise we get
- **Personal success:** Recognising that hard work will bring lots of rewards

**Student, I agree to follow the school's values as described above:** \_\_\_\_\_

**Parent, I agree to support my child to help them understand and follow the school's values:** \_\_\_\_\_

**School, we agree to ensure that the school provides every opportunity to enable the school's values to be followed:** \_\_\_\_\_

| Signature | Date | Signature |
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### **Monitoring and Evaluation**

The Staffing & Standards Sub-committee of the IMAT Board will formally review this policy every four years or more frequently if circumstances or legislation suggest it is appropriate.