



MINISTRY OF
EDUCATION, EMPLOYMENT
& GENDER AFFAIRS
CAYMAN ISLANDS GOVERNMENT

Home-school agreements

NATIONAL GUIDANCE CIRCULAR
July 2014

Purpose and Scope of the Guidance

This guidance from the Ministry of Education, Employment and Gender Affairs establishes National expectations in relation to home-school agreements. This means that individual schools must have regard to this guidance when fulfilling their duties in respect of home-school agreements and must have clear reasons for departing from it.

Who is this guidance for?

This guidance is for all Government schools, including the Cayman Islands Further Education Centre (CIFEC) and any other Government education settings.

A home-school agreement is a statement explaining:

- The school's aims and values
- The school's responsibilities towards its students who are of compulsory school age.
- The responsibility of each student's parents, and what the school expects of its students.

Home-school agreements – duties for all schools

It is a requirement that all government schools publish a home-school agreement. The school Principal should take reasonable steps to ensure that all parents of students registered at the school sign the home-school to indicate that they understand and accept the contents of the agreement.

A home-school agreement must not include any terms or conditions which would be unlawful or unreasonable, such as requiring parents to make a financial contribution to the school. Schools may also invite any student, who they consider to have a sufficient understanding of the home-school agreement as it relates to them, to sign the agreement as an indication that they acknowledge and accept the school's expectations of its students.

Schools must review the agreement from time to time. Before adopting or revisiting a home-school agreement, all parents of registered students at the school must be consulted.

Home-school agreement –guidance

Suggested topics to cover in your home-school agreement:

- The ethos of the school.
- The expectations about regular and punctual attendance.
- The expectations and responsibility for, good discipline and behaviour.
- State what is expected from schools, parents and students.
- The information schools and parents will give one another.

The parental declaration

The parental declaration on the form should be clear and easy to understand. Schools need to consider carefully what they are asking parents to sign and ensure that it is reasonable.

Signing of the agreement

Schools should take reasonable steps to ensure that all 'parents' both within and outside the child's home, giving equal weight to both mothers and fathers, are given the opportunity to indicate that they understand and accept the contents of the home-school agreement, and review the content of the agreement regularly during the time their child is at school. Where parents have separated it is important that where possible, both mothers and fathers are given the opportunity to sign a copy of the agreement's parental declaration.

(Model Home-school Agreement)

**Insert
School Logo**

HOME-SCHOOL AGREEMENT

Date confirmed by the Principal:

Date of Review:

SSIO Responsible:

Introduction

We recognise that the successful development of students depends on an effective partnership between staff, parents and students. All three parties share responsibility for the development and achievement of each student. Together we commit ourselves to the following:

SCHOOL

We will:

1. Provide a safe and positive learning environment.
2. Provide your child with a broad based education including academic and creative learning opportunities.
3. Record and reward the good performance and progress.
4. Keep you informed of your child's progress through written reports and parents' evenings.
5. Expect high standards, communicate clear expectations, and promote good order, respect and discipline.
6. Contact you if there is a problem with your child's attendance, behaviour, punctuality, appearance or equipment.
7. Implement sanctions if your child does not meet expectations.
8. Not tolerate bullying or personal harassment.
9. Respond quickly to your enquiries or concerns and keep you informed.
10. Have in place procedures for you to contact your child, or for your child to contact you in an emergency.

PARENTS / GUARDIANS

I /we will:

1. Provide an environment at home that allows my child to come to school in a learning frame of mind.
2. See that my child attends school regularly, arrives on time and is correctly dressed and equipped.
3. Ensure that the school has up to date contact details.
4. Contact the Tutor/teacher as early as possible on the first day of absence if my child will not be attending through illness or any other reason and provide a note to support such absence on the day or return to school or within five school days
5. Tell the school about anything that might affect my child's learning.
6. Support the school's discipline and behaviour policies.
7. Support my child in homework by checking their planner each week.
8. **Ensure my child's cell phone (or other personal electronic devices) is not brought to school and understand that these items may be confiscated.**
9. Attend parents' evenings and other activities that my child is involved in.

STUDENT

I will:

1. Attend school regularly.
2. Be on time for school and all my lessons.
3. Abide by the student code of conduct and know misbehaviour will result in sanctions.
4. Wear my uniform and conduct myself in a manner, in and out of school, that always gives my school a good name.
5. Always record homework in my planner and complete my homework on time.
6. Treat others with respect in and out of the classroom.
7. Do my school work to the best of my ability and allow others to do the same.
8. Bring all the equipment that I need every day and be responsible for it.
9. **Make sure my cell phone (or other personal electronic devices) is not brought to school.**
10. Care for the school environment.

In agreement with the above statements we sign below

Student: _____

Parent/Carer: _____

Tutor: _____

Phone #: _____ E-mail: _____

Date: _____

Re: Student: _____ **Tutor Group:** _____