



SAGE COLLEGE – POLICIES AND PROCEDURES

PARENTS COUNCIL POLICY

1. Policy Purpose

The Parent Council at Sage College The British School of Jerez is established to empower parents and facilitate robust communication channels between the school and families. The council aims to enhance and expand the services provided to students and their families, ensuring a participative environment in the educational and developmental processes of the school.

2. General Statement of the Policy

This policy outlines the necessary procedures for the effective participation of parents in the development of the school's educational services. It also aims to establish strong communication channels between the school and the parents to foster a collaborative environment for the betterment of the student community.

3. Objective

The objective of the Parent Council is to facilitate positive and effective two-way communication between parents and the school, providing a channel for communication, feedback, and suggestions for improvement. Specifically, the council aims to:

- 3.1 - **Promote the partnership** between the school, its pupils, and its parents/carers.
- 3.2 - **Identify and represent the views of the parents** on matters affecting the education and welfare of the pupils.
- 3.3 - **Assist the school director, teachers, and staff** by commenting on new initiatives, drawing attention to areas of concern, and contributing to solutions.
- 3.4 - **Develop and disseminate ideas** that improve the life of the school. For example:
 - a) Charity Events
 - b) Fund Raising Events
 - c) Parent Talks
 - d) International Day

4. Policy Purpose

The Parent Council operates under the principles of being:

- **Collaborative:** Participating together for the benefit of the school community.
- **Constructive:** Helping to identify effective solutions.



- **Transparent:** Keeping everyone informed of meetings and their outcomes.
- **Encouraging:** Welcoming ideas and initiatives to foster a positive ethos.

5. Scope and Limitations

5.1 - In Scope: Specific feedback and suggestions for improvement regarding communication, administration, catering, school policies, and extra-curricular activities.

5.2 - Out of Scope: Items relating to specific pupils, specific parents, or individual school staff should be discussed one-on-one with the relevant teacher, or Headteacher as appropriate. The Parent Council is not a decision-making body but a body which can feed in views and represent the parents on issues surrounding the school.

6. Membership

6.1 Composition: The Parent Council Body will have two parent representatives per stage, que se ofrecerán voluntarios y serán elegidos por el equipo directivo del colegio, serving for one school year. At least one of the Senior Management Team will be present at meetings.

7. Meetings

7.1 - Frequency: Meetings are held at least once each month.

8. Ground Rules

8.1 - **Attendance:** Parents only (no children).

8.2 - **Confidentiality:** Sensitive items are not to be discussed outside of the Council.

8.3 - **Conduct:** Members must agree to switch off mobile phones during meetings, speak one at a time, respect each other's opinions, and adhere to the agreed timeframe of 90 minutes per meeting.

9. Implementation and Review

This policy is subject to an annual review to ensure its effectiveness and relevance. Amendments to the policy can be proposed by any member of the Council and are subject to approval by the school director.

By implementing this policy, Sage College The British School of Jerez reaffirms its commitment to fostering an inclusive educational environment that values the input and participation of its parent community in enhancing the quality of education and life at the school.