



Partnership in Learning



At Oakleigh Primary School we aim to foster a positive learning partnership with families, built on mutual trust and respect so that students can achieve the best results they can. We encourage you to:

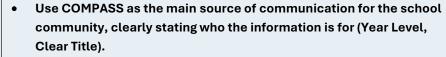
Connecting to the school

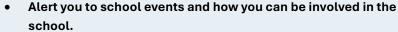
- Read school communications such as COMPASS messages, level & school newsletters.
- Action any COMPASS notifications promptly e.g. excursion permissions.
- Respond to emails/calls from teachers.
- Volunteer for excursions, help out in the classroom ** Please ensure you have a valid
 Working with Children Check (apply here for free https://www.vic.gov.au/working-with-children-check).
- Get involved in and attend school events (e.g. concerts, working bees).
- Share your expertise with your child's class- See the classroom teacher to do this!

Education

- Positively reinforce and support your child in their learning, fostering a growth mindset
 e.g. encouraging effort, persistence, learning from making mistakes.
- Ensure your child reads at home each night.
- Encourage and assist them with homework tasks.
- Inform the teacher if there is a change of circumstances (e.g. medical, social emotional, family) which is affecting their learning so adjustments can be made if necessary.
- Read your child's report and attend parent conferences, following up recommendations.

The school will:





• Release monthly newsletters & termly level newsletters.

The school will:

- Send you termly newsletters about your child's year level learning program.
- Communicate homework expectations to families and following up if homework is not being complete.
- Notify you about parent conferences (and organise translators if needed) and information evenings.



Follow up each day unexplained absences.

Coordinate an Absence Learning Plan if going on

Communicate to you if absences are too



Communication

- Build positive relationships with the teacher by letting them know your preferred communication style (e.g. phone call, email).
- Approach teachers respectfully.
- Follow the communication flow chart.

Please note that staff have meetings after school on Tuesday and Wednesday and are not available at this time.

Attendance The school will:

• Ensure your child attends school every day.

- Be punctual to school and arrive by 8.45am.
- Complete a COMPASS absence notification by 8.30am if your child is absent.
- Make appointments after school hours, if possible.
- Inform the school if you are going on holidays

Celebrate

Share your child's achievements. Email the school at oakleigh.ps@education.vic.gov.au or let your child's teacher know!



The school will share your child's achievements appropriately either in the newsletter, at assembly or in class.

Start the learning by 9.00am.

frequent.

planned holidays.



2025 Communication between home and school for Parents

Your classroom & specialist teachers offer you a range of opportunities to communicate with them.

Frequency and methods the school communicates with you:						
Regular Communication	Monthly	Each Term	Terms 2 & 4	Once Yearly	Special Events	
 COMPASS Informal discussions before and after school Email/phone call 	School newsletter	Level newsletterIEP Meetings	School Reports	 Getting to know you interviews (Term 1) 3-Way Conferences (3-6) or interviews (F-2) (Term 2) 	 School Events e.g. concerts, welcome dance Assembly 	
I have a question	Questions about: Curriculum Teaching Child's achievement Student welfare issue Incidents at school Homework Excursions/Incursion Camps	ue	Contact your child's teacher via email, COMPASS or a phone call to arrange a meeting time.	The teacher will: Listen to your request. Set a timeframe for investigating the request. Create a communication plan e.g., meeting, call	The teacher begins investigation and follows up the request or question.	
- who should I contact?	 Needing student sup Questions about: School payments Medical updates Custody arrangements Change of address or details Picking up your child elateness 	es contact	Go to School	If you have further questions or are dissatisfied with the outcome, contact the same teacher. Ask further questions or explain what you are dissatisfied with.	The teacher will communicate the outcome back to you in the timeframe and method agreed upon.	
Teachers have meetings after school on Tuesday &	UniformEnrolmentFirst Aid		Office	Incidences that are highly confidential, involve serious misconduct, or if an incident cannot be resolved with the		

Needing financial/family support

Out of Hours School Care

Wednesday