

The Vineyard

Family-School Expectations



Approved by:	Full Governing Board	Date: April 2025
Next review due by:	April 2028	

Family-School Expectations

At The Vineyard we have extremely high expectations of our pupils, our staff and our community. We work together with families to prepare our pupils to be curious, courageous and caring learners who are confident to move onto the next stage in their learning journey at the end of Year 6.

We expect our pupils to:

- attend school every day and to be punctual, so that vital learning time is not missed
- bring the correct equipment to school every day
- be kind, polite and respectful towards everyone in our school community
- follow the school's uniform policy and keep the school environment clean and free from litter
- follow the school's healthy eating and snacks policy
- be actively engaged in all lessons, listen to the teacher instructions and do all class work and homework effectively
- continually develop their love of literature through daily reading practice throughout their time at school
- tell an adult if there is something they are not happy about
- follow the school and class rules

We expect our leadership team and teachers to:

- provide a broad and stimulating curriculum that is accessible to all
- deliver teaching that supports, includes and challenges all our pupils
- ensure every opportunity is provided for each pupil to achieve their potential
- ensure that the school has robust safeguarding procedures so that every child can feel safe
- be ambitious with all pupils
- respect and listen to our pupils and ensure that their voices are heard
- help pupils to make healthy choices
- offer pastoral and wellbeing support that helps everyone to reach their academic and personal goals and, above all, to be happy at school
- provide effective communication with families
- build positive relationships with families and encourage families to be involved in our school
- adhere to our school policies, including not giving out sweets or cakes to celebrate a child's birthday

We expect our families to:

- respect the ethos, vision and values of our school
- work together with staff in the best interests of our pupils
- make sure their child attends school on time in uniform and properly equipped
- avoid taking holidays in term time
- keep the school informed of any absence, change in contact details, change in pick-up arrangements or any matters that may affect their child's behaviour or work
- attend family teacher evenings

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- be polite and respectful to all members of the school community – teachers, other families – and set a good example with speech and behaviour
- support their child with daily reading and homework expectations
- adhere to our school policies, including not providing sweets or cakes to celebrate a child's birthday

We will not tolerate:

- parking dangerously on the roads outside the school or obstructing the school's pedestrian entrance
- shouting, swearing or using abusive language
- disciplining another person's child – please bring any behaviour incidents to a teacher's attention
- disrupting school operations (including events on the school grounds and sports team matches)
- sending abusive messages to another member of the school community
- posting offensive or derogatory comments about the school, its staff or any member of its community on social media platforms
- being under the influence of alcohol or drugs while on the school premises (unless moderate alcohol consumption has been allowed at a specific event)
- smoking on the school premises
- bringing dogs or pets onto the school premises (except guide dogs)

Sanctions

If the school suspects that an individual has breached one of these rules, the school will gather information from those involved and speak to the individual about the incident.

Depending on the nature of the incident, the school may then:

- Send a warning letter to the family
- Invite the individual into school to meet with a senior member of staff or the Headteacher
- Contact the appropriate authorities (eg, in cases of criminal behaviour, the police)
- Ban the individual from the school site or limit communications with staff
- Seek advice from the authority's legal team

The school will respond to an incident in a proportionate way.

Personal development:

We believe that children's personal development is key. Children's wider personal development comes from the opportunity to gain exposure to a wide range of experiences. Families are, of course, the primary source of such experiences. However, we aim for all Vineyard pupils to have the opportunity to:

- follow a curriculum in each subject which is broader than the national curriculum enhanced by visiting speakers, trips or other experiential learning experiences, such as our geography field trip day which is based in the local area;
- engage in and represent the school in a wide range of sporting, musical and other activities, either within school hours or after school;

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- attend a wide range of extra-curricular clubs held at school;
- develop their leadership and community skills, eg, by being nominated for the Green team, school council, offering school tours to visitors, acting as a role model for younger pupils;
- participate in school assemblies, Christmas concerts.

We monitor attendance at after-school clubs and ensure that every child has the opportunity to participate in a club of their choosing.

Communication:

The main channels of our school communication are:

- **school website** - this contains all the key information about the school (eg, staff, term dates, curriculum, policies, common forms that you may need). This also has copies of the old newsletters;
- **newsletter**- this should tell you all the events to come in the next week and everything that happened last week.
- **email**- these will be used for any urgent communication.

It is important that you read the newsletter every fortnight.

- This starts with the headteacher's comment about the major activities of the previous week and highlights important future events.
- This has links to all the school phases (eg, KS1, LKS2) and what they have been doing, key vocabulary that we have covered and homework tasks.
- It includes a list of key dates for the rest of the half-term, hopefully giving you sufficient advance warning.

The website calendar also lists forthcoming events.

In addition, we let you know how your child is doing through:

- 2 family-teacher meetings per year, one in the Autumn term and one in the Spring term and an annual report in the Summer term on your child's progress.
- Families with children who have an EHCP or a SEND support plan have longer meetings with the teacher.
- Regular 'open classroom' events every half-term (unless there is a family-teacher meeting) where families can come into school and look at their child's work.

If you have any questions about your child's progress you are always welcome to arrange an appointment with your class teacher or the senior leadership team.

We also run workshops that inform families about what their children will learn, aspects of school policies (eg, behaviour management, feedback and marking) etc.

We hope your child will settle well into The Vineyard and please do not hesitate to contact us if you have any questions.

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The Vineyard Lines of Communication

Please use the following email addresses for the following issues:

info@vineyard.richmond.sch.uk

- I would like to change my child's school dinner offer
- There is a change to my child's medication.
- My child has a medical appointment and I need to pick them up early
- I need a reference completed for my child

absence@vineyard.richmond.sch.uk

- My child is unwell and will be off school

Class teacher: yearX@vineyard.richmond.sch.uk

- My child was teary this morning, please keep an eye on them
- My child has forgotten their reading record/ book hasn't been changed
- My child finds it difficult to read their school book at home
- My child says they have friendship issues/struggles with current seating position
- My child is struggling with their learning
- Another parent is collecting my child today (sent by 12pm)

SENCo – Mrs Qualter/Ms Jackson: sen@vineyard.richmond.sch.uk

- My child has received a diagnosis/impairment and I would like to pass on the information
- I would like to discuss my child's EHCP
- Following meetings with the class teacher, I still feel unhappy with the progress my child is making with the targets on their SEND support plan
- My child has been really struggling in school and I would like to discuss this with the SEND team

Behaviour/safeguarding/assessment - Miss McArdle: amcardle@vineyard.richmond.sch.uk

- My child is being bullied and it hasn't been resolved
- I want to discuss a safeguarding concern/issue

Teaching, Learning & Curriculum - Mrs Reilly/ Mrs Dempster: tandl@vineyard.richmond.sch.uk

- There is a part of the curriculum that I have a question about and want to discuss further

Headteacher - Mrs Bracegirdle: headteacher@vineyard.richmond.sch.uk

- I would like to request special leave for my family
- I have a question about a school policy
- I would like to discuss a confidential matter regarding a member of staff
- I am worried about my child at school

clerk@vineyard.richmond.sch.uk

- I would like to contact the governors

librarian@vineyard.richmond.sch.uk

- I would like to suggest a book for a school library

sport@vineyard.richmond.sch.uk

- I would like my child to take part in some sporting activities`

edp@vineyard.richmond.sch.uk (tel: outside school hours 07367 643901)

- I have a question about the extended provision
- I need to pick up my child at a different time this evening