Federation of
Westminster Special Schools
& Bi-Borough Inclusion Service

Home School Agreement

FEDERATION OF WESTMINSTER SPECIAL SCHOOLS

AGREED BY FULL GOVERNING BOARD: October 2026
Review by EHT and Appropriate Governor: October 2028

As part of our admissions process there is a Home School Agreement which parents/carers of learners new to either College Park or QEII School are asked to agree to when their child is enrolled.

The School Will:

1. Value and care for each learner as a unique individual.
2. Aim to provide the best possible education, personalised for every learner tailored to their individual needs.
3. Give parents/carers information about their progress.
4. Inform parents about school activities and what their son or daughter will be taught each term by means of termly class and whole school newsletters, timetables, news items and a calendar on the Federation website and a text messaging service to which we subscribe.
5. Share information about the school's Behaviour and Belonging Policy and Physical Intervention policy and the use of physical Interventions when is absolutely the last resort.
6. Provide home learning as appropriate.
7. The school will provide a home school communication book/dairy to be used for daily written communication between teachers and parents.
8. Regularly take learners on educational trips as part of the curriculum. If parents have any concerns about a specific trip, they are encouraged to contact the staff member who arranged the trip

Parents and Carers Should:

1. See that their learner attends school regularly and inform the school when they are absent. Any parents experiencing difficulties with transport should first report the matter to SEN Transport but inform school so that we are aware.
2. Provide evidence of appointments for example hospital appointments.
3. Ensure their child is on time for the bus, or at school, by 9.00 am.
4. Attend Annual Reviews and parents/carers evening to discuss their CYP's progress.
5. Work with the school to promote positive behaviour and encourage their CYP's development and, by signing below, indicate their understanding as well as their agreement with our Behaviour and Belonging Policy.
6. Share with the school (in confidence if necessary) major events at home that may affect their CYP's emotional wellbeing.
7. Share with the school, the involvement of any other professionals supporting their CYP to ensure we work together for their benefit.
8. Ensure that any equipment or materials loaned to support learning at home is returned to the school when requested
9. Use the home school communication book/diary regularly to inform the school of what the son or daughter has been doing at home and of any changes to routine, such as appointments or a different member of the family coming to pick them up at the end of the day.

Together We Will:

1. Work in partnership and treat each other with respect
2. Enable every learner to develop their full potential.
3. Help each learner to develop a sense of responsibility and respect for all other people.
4. Encourage learners to believe in themselves, raise their self-esteem and take pride in their environment.
5. Share any concerns or problems affecting the learner.
6. Discuss and deal with complaints.
7. Ensure close liaison between home and school on all medical issues relating to the CYP.

Name of learner (Please Print):

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Signed .....…..... (Parent/Carer)

Signed ..... (Headteacher)