



Dubai International Private School Al Qouz

Parent Involvement Policy 2024-2025

DIPS Vision:

DIPS, in partnership with parents and community, strives to ensure all students are digitally literate, lifelong learners, productive citizens and nurture their well-being in an inclusive learning environment.

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Parents Involvement Policy

The administration engages parents in the school issues through having a representative of the mothers' council in the Governance of the school.

In this sense, the administration adapts the following components to ensure parents involvement in school.

- a) Communication
- b) Parenting
- c) Student Learning
- d) Volunteering
- e) School Decision-Making
- f) Community Collaboration

a) **Communication:**

DIS considers communication with parents as the most important element in any partnership. The school uses the following forms to have effective communication with parents:

1. **Regular school/parents Conferences:** The school conducts four conferences a year. **During pandemic, all meetings will be conducted virtually.** The school year starts with an introductory meeting so that parents get acquainted with their children's teachers and supervisors. Then three other conferences, one on the end of each term.
2. **Website:** The school will update its school website so that parents will have the opportunity to access the website and get detailed information about their children's grades, activities done at schools, and other important information.
3. The school provides parents with student **handbook, discipline procedures,** and outlines of courses which state the subject matter policies regarding teaching and learning, tests, and assessment policy.
4. **School Calendar:** The school provides parents with the school calendar which include the major events of the whole school year i.e. beginning of school year, holidays, tests, end of semesters, mid year and final exams, graduate dates, make up exams , results, teacher-parents conferences, school activities such as festival days, science and arts fairs dates, etc. The aim of the school calendar is to raise parents awareness of what is going to be happen at the school so that parents will be knowledgeable about the events which will taken place at their children's school and they are given the opportunity to preplan their involvement in school; be it meeting with teachers and/or supervisors, volunteering in activities, etc...
5. **Progress Reports:** The school sends students progress reports usually five days before any teacher- parent conferences so that parents will get before hand information about their children. Progress reports will be accessed on

the parents' individualized global accounts. Hard copies are provided on request.

6. **Personal Notes:** parents are provided with personal notes regarding their children either verbally or in written form by teachers and/or supervisors.
7. **Memos:** The school sends memos to parents to notify them of its activities, policies, decisions, surveys or any kind of news they must know or share with the school.
8. **Weekly Plans:** The school provides parents of Grade one through Grade six with weekly plans in which there are detailed information of what will be given to students during the assigned period of time i.e. lessons, assignments, activities, etc. the weekly plan report is supported by other on-line programs such as SeeSaw.
9. **E-mail and Supervisory Staff Phone Numbers:** Busy parents will be given the opportunity to communicate with the school via e-mail or phones. Virtual meetings on Teams may also be scheduled when parents, teachers, or administrators feel it is necessary. The school website will display the supervisor's staff e-mails and their phone extension numbers so that busy parents can communicate with them.
10. **Both formal and informal opportunities are provided for parent** to contact the school administration i.e. giving fixed appointments and without appointments depending on the urgent needs.
11. **Some of students' tests results** will be sent home to be signed by parents so that they know their children's performance. **During pandemic, parents need to follow up their children's test results and performances by visiting the school's portal.**
12. **Language:** The school uses a bilingual language; namely, Arabic and English in addressing or communicating with parents so that there will not be any language barriers.
13. **The school emphasizes creating an atmosphere of mutual respect** in addressing parents and other school community.

Challenging issue:

The school will try to reach the disengaged parents through Head of Sections, counsellors i.e. academic advisor, and section supervisors. Those parents who do not show up when needed to discuss their children's behavioral or academic problems, the school is determined to use different kind of ways to reach these disengaged parents.

b) Parenting:

DIPS considers parenting another element in students' success. Some parents reveal anxieties and feelings of inadequacy to help their children with homework, to prepare for tests or even teach their children certain skills.

1. The school provides opportunities for parents to learn more about parenting skills through communicating with teaching staff or specialized staff such as Superintendent, Head of Sections, supervisors, Counsellors, etc.
2. The school provides notices of community opportunities that will enrich the life of the students and family.
3. Parents are involved as trainers into specialized information, cultural perspectives, and individual talents in sessions for staff, other parents, or students (Guest Speakers).

c) Student Learning:

The school considers students' learning as the most important issue. For this reason, the school tries different ways to communicate with parents to provide avenues for parent involvement that foster the most desired outcome, and student success. Hence the following suggestions will be put into practice.

1. Individual teachers offer mini- sessions for parents on ways that they can mirror learning strategies to assist their children in learning at home.
2. The school provides parents with expertise on particular subjects the opportunities to be involved in school activities.
3. Parents are given the opportunity to have a say at the decision-making level in school related issues.
4. The school ensures that all parents and students have clear guidance on standards for the subject and grade level lessons, and projects timelines and expectations.

d) Volunteering:

DIPS considers volunteering as one of the used methods to engage parents in school related issues. For this reason:

5. The school uses interviews and survey forms indicating personal interests, areas of expertise, and significant life experience that parents could be utilized in classes and throughout the school.
6. The school recognizes parents for their contributions.

e) School Decision-Making:

DIPS encourages parents to be candidates in the "Parent Council" so that they can be part of the decision makers in some school related issues.

f) Community Collaboration:

The school looks beyond the parents of students into the larger community. It engages different types of organizations and individual senior citizen groups, public health officers, police departments, municipality, fine arts organizations, and wellness centers to name just a few.

The scope of this partnership includes:

1. Students' visits to certain places (museums, courts, TV stations, special needs institutions, etc...).
2. Hosting lectures from civil organizations (civil defense, police departments, hospitals, business companies, etc.).
3. Sharing in the activities done by such organizations such as (Dubai walk, Dubai Marathon, Cleaning the beach, etc.).

Taking safety as one of the school's priorities, such visits become so limited unless the school's risk assessments prove the opposite.