

HOME-SCHOOL COMMUNICATION



We aim to create an effective partnership with parents and guardians by providing excellent communications. This leaflet outlines the methods we use.

Luckley
HOUSE SCHOOL

The logo graphic for Luckley House School features three curved lines in blue and green that sweep upwards and to the right, crossing over the end of the word 'Luckley'.

FORM TUTOR

Your child's Form Tutor will email you early in the autumn term to introduce themselves to you and they will be your first point of call for most communication with the school. Each term they will write a Form Tutor Report which will cover the following things;

1. General social report

How your child is settling in generally i.e. friendships and relationships with their peers.

2. Extra-curricular activities

What your child is doing around school in terms of participation in sports clubs, music clubs, drama clubs and other activities. If they are not involving themselves, the Form Tutor may make a couple of suggestions to ensure that they get the best out of school life.

3. Success in the community

This could be involvement in charity projects, representing the school, helping out at a school event, such as being a tour guide for an open day, or helping out at another school.

4. Wider school successes.

This could involve taking part in House competitions such as Public Speaking or the Bake-off, being a mentor, form rep or a prefect.

5. Academic progress

This is a brief overview of things like effort and work ethic. The main academic report comes with Doodle (see below).

DODDLE

Doodle is our tool for measuring and reporting academic progress throughout the year. The two big advantages of this programme are that reports are highly specific and are completed regularly (five times per year) for each subject and that they are reported immediately after a significant assessment, rather than in the written report.

Doodle takes, as its starting point, the 'expected' GCSE or A level grades that are generated by the CAT tests that each pupil sits just before they join the school. It reports both on current overall progress against the 'expected' grade for individual subjects and on specific skills within that subject. Pupils also have access to a wealth of resources to help them extend their knowledge through Doodle. Although the 'expected' grades are fixed by the CAT tests, through consultation with teachers, parents and pupils we regularly review the grades, and if your child needs an additional 'push' we can very easily raise (or in exceptional circumstances lower) their target grade.

An introduction to Doodle is provided for each new parent at the beginning of the academic year and this event is filmed, with a video available to be viewed on our school YouTube channel. This is highly recommended if you have not used Doodle before.

TWITTER

As a school we have a well-established Twitter feed with over 1,000 followers. Follow us @ [LuckleyHouse](#).

A number of subject departments also have their own Twitter accounts and would be delighted to welcome new followers – PE, Languages, Textiles and English to name but a few, are all worth following if you want to keep up to date with what's happening in school.

FACEBOOK

The school has a very active Facebook page which is regularly updated with photos and news of school events and activities. 'Like' our page at www.facebook.com/luckleyhouseschool.

YOUTUBE

Our YouTube channel is in its infancy and we are very keen to build up our subscribers to enable us to become eligible for a customised URL. The channel will be home to any videos that the school produces. Go to www.youtube.com and search for [Luckley House School](#) to subscribe.

EARWIG

This is a new platform that we trialled last year with a small number of departments and will continue to trial this year. Earwig is a programme which allows teachers to take photographs of pupils involved in school activities and to post them securely on the Earwig site. Parents of the pupils involved in the activity are then tagged into the photograph and can then view it on the website with the correct permissions. The PE, Food and Drama departments are among those trialling the product to see if it is something that you, as parents, will find useful.

NEWSLETTERS

[Luckley Life](#) is our termly newsletter which contains a round-up of news from the term. A copy will be sent home in your child's end of term envelope and is available on our website.

We also produce a termly [eNews Bulletin](#) which [celebrates the achievements of our pupils](#), both inside and outside of school. Please let us know about your child's special achievements by email to the Marketing department - desni.ennis@luckleyhouseschool.org.

PARENT MAIL

This is our email system for parents and is the way in which we communicate general and extraordinary notices. Details of trips and events, as well as important announcements about things like snow days and other such events are communicated in this way. There will also be reminders of key events which are already in the school diary.

PARENT HUB

This is an area of our website specifically for our parent community www.luckleyhouseschool.org/parents-hub/. The Parent Hub pulls together and links to information on the website which is of particular relevance to current parents and guardians.

PARENT MEETINGS

All members of the teaching staff are available to meet parents with specific concerns and we try to ensure that any requests of this nature are met within a week at the latest. Staff have various commitments at different times of the day but there will always be a member of the senior leadership team available, both before and after school, to meet with you should you require. Mrs Hills, the school's SENCo is also available to meet with you if you have any concerns about your child's learning needs. Please feel free to drop staff an email to request either a face to face meeting or a telephone conversation and we will do our best to accommodate you. A list of staff email addresses is available on the Parent Hub area of the website.

PARENT EVENINGS

These continue to be a key opportunity for you to discuss your child's progress with their teachers and they are scheduled at the following times of the year.

Year 7 - September and May
Year 8 - February
Year 9 - January
Year 10 - February

Year 11 - November
Year 12 - March
Year 13 - January

It is hoped that as Doodle becomes more widely used, most of the surprise element will be taken out of these meetings and it will be much more likely that key strategic decisions can be made in these times; raising or lowering expected grades, identifying key areas of intervention and the level of future study can all be discussed in much greater detail with the Doodle data already available to all parties. There is also the opportunity to discuss other matters at these meetings and it is usual for Form Tutors to be present along with most members of the school management team. Parents of new pupils will also have one or two additional meetings available to them at the start of the year.