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# Separated Parents Policy of Queenborough School & Nursery

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Dated: September 2017  
Review Date: September 2019  
Created by: AA  
Adopted by: Headteacher

## **Purpose and Aims**

At Queenborough School and Nursery it is recognised that while some parents may be divorced or separated, both have a right to be informed of, and involved in, their child's educational progress.

Evidence shows that after separation children do best when those around them cooperate, provide stability, and avoid conflict. We understand that this can be difficult. Our priority is always the needs of the child, and our aim is to work with all parties to promote positive family involvement. This policy clarifies what is expected from separated parents and carers, the school and its staff.

The guidance in this policy will apply unless the school is made aware of any Court Orders in place and has a copy of the documentation as confirmation. Parents and partners may need to check on who has official parental responsibility and provide evidence of this. The School will ask for sight of a child's birth certificate on joining the school to confirm parental responsibility.

## **School Responsibility**

Queenborough School and Nursery will:

- Give access to formal documentation, such as reports, to both parents. Newsletters are also available to both parents via email on request.
- Send routine school information, such as school trips and homework, to the parent with whom the child lives. In the case of shared access, this will be sent to the parent with whom the child lives for the majority of the time.
- Encourage children to be organised (appropriate to their age), in terms of having PE kits, reading books, homework etc in the right location to bring into school.
- The School will accept appointments at Parents' Evenings for both parents separately.
- Not act as a line of communication between parents who are in conflict regarding their child's education.

## **Parental Responsibility**

Parents are expected to:

- Keep the school up to date with any changes in family circumstances

- Ensure that the school has the correct emergency contact details

### **Other Relevant Policies**

This policy is linked to our safeguarding policy which sets out our duty of care to safeguard all children.