



## Checklist

### working together to increase parents' involvement in school

- Is the school welcoming to parents – both in terms of how it looks when parents come in and in the way staff greet people?
- Is there a special area for parents within the school?
- Have you asked parents and pupils for their ideas?
- Can you identify the range of ways parents and staff are able to meet and share ideas about ways people could support the school?
- Do activities happen at various times including weekends, holidays, evenings, daytime?
- Are parents informed of and involved in new initiatives? Is there effective communication about these and opportunities for parents to discuss how they will be taken forward in the school and what their involvement will be?
- Are there opportunities to do one-off things with no long-term commitment as well as taking on longer-term tasks and roles?
- Are there fun activities to take part in and let people get to know each other outside the school – such as a barbecue in the summer?
- Is information made available in ways that reach everyone? Are there any groups of parents, or parents in particular situations, who might be missed out?
- Is there practical support to help parents be involved? For example, on a parents' evening, does someone organise lifts for parents who don't have much time after getting home from work? Is there a babysitting circle or a creche?
- Is it clear that members of the child's extended family are also welcome to be involved?
- Is the school aware of any specific skills that parents have and are parents encouraged to share skills and experience in the school setting?
- Are there are opportunities to take part that don't need much skill or confidence?
- Is there information in the school and in other places about access to adult learning?
- Do parents and teachers understand about the respective roles and responsibilities when parents (and other people) are there as volunteers and are working with other children as well as their own?
- Do schools and parents have easy access to resources for translators, getting information into several formats, etc.? How have they been asked about what support they would find most useful?
- Is it easy for schools and parents to get access to advice and practical support on matters such as recruiting and supporting volunteers?
- Do schools have the information they need on matters such as the Disclosure Scotland requirements for people working alongside children? Have they developed a system to support parents through the Disclosure Scotland process?