

checklist

questions to help develop a strategy

Developing a strategy

- Do you have arrangements in place to develop or review a strategy for parental involvement?
- Do you involve parents in the process of developing or reviewing your strategy?
- Do you consult and involve pupils about the strategy? For example, school/authority Pupil Councils, Dialogue Youth.
- Do you include other parties in developing or reviewing your strategy?

Promoting parental involvement

- Does your strategy cover the three levels of engagement with parents:
 - Learning at home?
 - Home/School Partnership?
 - Parental representation?
- Does your strategy provide a clear statement of how barriers are being removed to promote more parental involvement?
- Does your strategy outline how your authority and schools work with parents who find it difficult to support their children's education due to family circumstances?
- Does your strategy take account of the needs of looked after children?
- How does the strategy promote equal opportunities and take account of the needs of particular minority groups in your local area?
- Does your strategy make links with the authority's duties under other relevant legislation, for example Additional Support for Learning Act?
- Does your strategy make appropriate links with other relevant policy areas? For example curriculum, support to pupils, pre-school, additional support needs, customer care, and other relevant agencies.
- Does your strategy take account of the training and development needs of staff and others working with children and their families?



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Establishing and supporting Parent Councils

- Does your authority make parents aware of their membership of the Parent Forum and what this means?
- Does your authority promote and establish Parent Councils in your area?
- Do parents' representatives have a general knowledge of the education authority duties to promote parental involvement?
- Are parents' representatives able to identify what they need, to carry out their functions and access appropriate resources?
- Does your authority assist parents' representatives to ascertain the views of the wider Parent Forum?
- Does your authority offer training and information for parents' representatives, in particular, those involved in the appointments process for senior staff as well as other duties?

Advice, information and handling complaints

- Does the strategy set out the arrangements your authority and schools have for giving advice and information to parents?
- Do these arrangements apply in the case of parents who do not live with their children?
- Does your authority and schools have arrangements in place for dealing with concerns/complaints from parents or anyone acting on their behalf?
- Does your authority involve Parent Councils and others in the establishment and review of its complaints procedure?
- Are parents in general made aware of your authority's complaints procedure?



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Communicating the strategy

- Do local authority staff and parents who want to get more involved have a general knowledge of the parental involvement legislation and the authority's duties to promote this?
- Do appropriate local authority, school staff and support staff have sound knowledge of the provisions of the Scottish Schools (Parental Involvement) Act 2006 and Scottish Executive guidance and toolkit supporting the Act?
- Is the strategy document included in your authority's Statement of Improvement Objectives?
- Do all school improvement plans include parental involvement?
- Are parents made aware of the strategy and how they can access it?
- Are parents in the pre-school sector made aware of the benefits of parental involvement in children's education?

Monitoring and reviewing strategy

- Does your strategy link to HMIE's self-evaluation guidance on parent partnership?
- Does the strategy include arrangements to monitor and evaluate the impact of your authority's policies on parental involvement?
- Do you consider and respond to parents' expectations and views on how they are involved in school education?