



Section: 7000 School-Community-Home-Relations

Title: Family and School Communication Policy

Code: 7002

Status: Active

Adopted: April 27, 2016

Revised:

It is the policy of the North Carolina Charter Educational Foundation ("NCCEF") to maintain open and frequent communication between families and the school. Teachers will communicate with parents on behavior and academics daily through the agenda/folder and email. Teachers may also send home informal notes from time to time. Parents are encouraged to maintain an up to date and functional email address for communication with school. Parents should notify the office if there are difficulties with the family email address.

In addition to the report cards and conferences, student work may be sent home in a folder. The parent will be asked to sign and return the folder by the following day. Progress Reports will be sent home once during the middle of each grading period. Parents may also view their child's current academic status through our student information system, PowerSchool. Username and passwords will be sent home at the beginning of the school year. Parents should notify the office if there are any difficulties with use of PowerSchool.

Parents may communicate with teachers or other school staff by calling the office to leave a message or through email. Parents may expect a response to telephone calls and emails within one to two school days.

Parents should consult with the office regarding any problems or questions that concern their child. It is the desire of the administrators and the faculty to be of service to both parents and student, and every teacher welcomes a conference with any parent. Such visits must be arranged by scheduling an appointment with the teacher. Parents are asked not to meet with a teacher unless a conference has been scheduled. Impromptu conferences with teachers at the classroom door before or after school are not permitted. This distracts the teacher from supervision of the students during a crucial time of movement

Some general information about school operations may be found on the school website. The Principal may provide additional school-wide communications to students and parents.

In addition to the forms of communication listed above, phone calls may also go home through the automated ParentLink system. This system informs parents of severe weather or other emergency events and school functions.



An End of the Year Survey will be conducted annually. Your participation is crucial so that the school can determine areas that are working well and areas that need improvement.

Adopted: 4/27/16

Reviewed:

Revised:

Legal Reference: