

Rygaards International School

Policy on the method of communication between parents and school.

Parents' right of educational quality control.

In accordance with the Danish Regulation for Private Schools (section 1; paragraph 1) the education offered in Rygaards Skole must be at least of equivalent standard to that provided in state schools.

To ensure this all parents of each class in the school must elect a representative for that class. Those elected then form a committee known as The Parents' Committee. It is the responsibility of this committee in accordance with the Danish Regulations for Private Schools (Section 9; paragraph 1) to make sure that the children receive a good education by monitoring educational standards. To achieve these ends The Parents' Committee should act as a forum for dialogue between school and home.

Regulations also require that the school annually undergoes an official external inspection (Section 9; paragraph 2) to ascertain that the standards in the teaching of Mathematics, Danish and English match with those reached in state schools. Inspection of these three subjects is stipulated by The Danish Ministry of Education. A written report of the result of this inspection must be presented to The Parents' Committee and to the school's Board of Governors. All school leavers' examinations and official examinations must also be externally assessed.

It is the parents' responsibility to keep themselves informed about their own child's progress, the school's teaching programme and the school's social activities by attending parent/teacher consultations and class meetings.

Line of authority

In the event of a student experiencing a problem at school the first action should be to try and solve the difficulty by confronting those immediately concerned. If the problem continues, the class teacher should then be consulted. Should the problem persist, it must be reported to the Head of the Primary or Secondary Department. Only if all these levels of authority fail should the Principal be approached. This is done by presenting the complaint in writing.

After a meeting about a concern or complaint, written action steps will be given to the parents.

Guidelines for good communication in the school

All students must have a contact book or student planner, which is to be used for ordinary contact between school and home.

Parents wishing to phone a teacher must do so during school time.

In class meetings and at Parents' Committee meetings discussion must concern only topics of general interest for the class or school they must not discuss individual students or individual teachers.

The school does not approve of meetings, which deal with school matters being held off the school campus.

During parent/teacher consultations other members of staff must not be discussed, matters concerning that teacher should be addressed directly to him or her. Similarly, questions about the leadership of the school must not be commented upon by the teacher but must be put directly to the school leaders.