

NURTURING THE SCHOOL COMMUNITY

Project name

Nurturing the School Community

Aim

To help involve all members of the School Community, head, heart and limbs, in the ongoing life and work of the school

Specific objectives

Nurturing the teachers – improving communication and management of all staff at school including class teachers, subject teachers, kindergarten staff, parent and toddler staff and administration staff.

- Talk to all staff to understand what they would like to improve in the school in terms of communication and the way people are managed
- Introduce better communication for all staff
- Ensure that all groups of staff are involved and do not feel isolated.

To get ideas from each member of staff as what needs to improve by **September 2008**

Enquirers morning - to update and improve the initial impression of the school including:

- Repainting the meeting room
- Cleaning or renewing the carpet
- Tidy up the room
- Create a permanent display
- Give a small presentation or leaflet on parental involvement
- To liaise with Marketing group on enquirers pack

To have new room and brochure up and running by **September 2008**

Skills audit – to prepare and utilise a list of all the skills available within the school community:

- Use current list from EGM as starting point
- Update and get full list from all other parents
- Type up and give to college and council and the office as a source of help
- Prepare a form for all new parents so the list can be updated

To have a new skills list circulated by the end of **July 2008**

New parents morning/induction for new parents – Ensure that all new parents are welcomed into the school community and are given an introduction to Steiner education:

- College to put forward a representative to help run such an event
- Run an event each term for all new parents
- Perhaps have someone to be a new parent representative so new parents have someone to contact if they have queries

To have new parents mornings running from **September 2008**

Education for new and existing parent – To run regular events for all parents throughout the year on a variety of topics:

- To build on Fynn's current programme
- To introduce other more practical events
- To ask parents for other requirements and respond if possible
- To liaise with Marketing group on events schedule

To have new programme set up for **January 2009**

Improve communication across the community – To utilise communication experts within the school for ideas to improve all communication:

- To revise newsletter format
- Wider communication not just requests for help
- More of a magazine format
- Include articles and work form pupils
- Liaise with Marketing Group
- To encourage parents to feedback their views regularly

To have a new format ready for **September 2008**

Implement suggestion box – This would be easy to set up and would encourage parents to come forward with positive ideas as to how the school can move forward:

- To set up a box in entrance area
- Put a note in newsletter to encourage participation
- To utilise ideas that came in at EGM

To have suggestion box set up by **July 2008**

Personnel Board – Again an easy idea with photos of staff and council at entrance to school:

- Take photos of all teaching staff and all council
- To prepare a board with names etc
- Perhaps contact numbers
- Tidy up entrance area at same time to give a more welcoming atmosphere to school

To have board up by **July 2008**

Class representatives – To consider utilising class reps more to improve communication:

- Could class reps be more proactive in understanding the skills available within their classes and using them more fully?
- Perhaps they could have a meeting with their parents once a year to get ideas *back* from parents
- Can also ask parents how they would best be able to contribute rather than keep doing phone trees
- To liaise with current class reps to see if such a role would be possible

To meet with class reps by **July 2008**

Members of group

Sally Poulten, Michael Rose, Fynn Stirm, Anca Rosales, Dave Al Bahrani-Peacock, Maurice Dobie

Meetings

To have initial meeting with all new members by end of **May 2008**

Ideas list

Ideas as above: newsletter, enquirers room, suggestion box, personnel board, class reps, new parents events, education events, skills audit, improving communication, possibly to have focus groups.

Resources needed

- People with communications skills
- Photographer
- Ideas and good writers for newsletter
- People with motivation and organisational skills
- Decorators
- Carpet cleaners, sellers or layers!
- Computer skills
- Class reps

Links to other groups

- Marketing group
- Fundraising
- College

Involving the rest of the community

- EGM open evening encouraging participation
- Info in newsletter
- This whole project is about involving the community