



PARENT ENGAGEMENT POLICY

(2024 – 2025)

POLICY INFORMATION

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Approved by:

Ahmad Yahya
Principal

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Introduction

At Al Yahar Private School, we emphasize the importance of parents' partnership with school, ensuring every parent feels valued and included. As essential partners in the educational journey, we believe that parents play a key role in supporting and influencing their children's academic success. With the collaboration of the school and community, parents also contribute significantly to shaping their children's character and personal growth.

At YPS, we want the best for each child at our school and by working in partnership with parents, we can successfully enrich our students' journey. Effective communication with parents lies at the heart of our collaborative approach. Keeping parents informed about their child's progress is our priority. Through parents' meetings, detailed reports and an "open door" strategy that allows parents to reach out anytime, we ensure transparent and open communication.

To promote effective parental engagement, we provide variety of communication channels like school emails, google classrooms and school social media to share important announcements, schedules, and updates, ensuring that parents are always informed.

Purpose of the policy

Al Yahar Private School strongly agrees that good schools are even better when parents are involved and engaged. By engaging more parents in their children's education, their children will achieve more and we will boost confidence and pride in our students' education.

This policy is designed to foster a strong partnership between the school and parents to support students' academic, social, and emotional development. It establishes clear guidelines and frameworks for communication, collaboration, and involvement, ensuring parents feel valued and included in their child's educational journey.

Our school is committed to maintaining clear, transparent, and consistent communication to actively involve parents in the school community, decision-making processes, and their child's educational experiences regardless of background, to create an inclusive and supportive environment.

Our Commitment

We recognize increasingly that students' well-being is a holistic concept that as noted by the World Health Organization in 1984, not only physical health but also a combination of social, emotional, mental, moral, spiritual and cognitive. Therefore, partners in education need to make a conscious and collective effort to work together to build and promote the students' well-being.

In our efforts to foster student success and well-being, the YPS Parent Engagement Policy acknowledges that parent involvement can take various forms and adapt to diverse activities as lives and circumstances evolve.

Therefore, we are committed to:

- Foster an ethos and atmosphere where all parents feel respected, welcomed and valued.
- Maintain an 'open door' approach so that parents are able to communicate with staff on a regular basis, both formally and informally.
- Provide as much information as possible in timely, specific, targeted and accessible ways so that parents feel confident and knowledgeable in supporting their children's learning.
- Ensure clear channels of communication are established.
- Seek parents' views and opinions and act upon them where possible.
- Provide support and encouragement for families suffering difficulties/crises, or barriers to involvement.
- Work with parents in promoting positive behavior at home and at school.

Seek to provide a range of activities, courses and workshops, to promote parental involvement in children's learning, and also 'lifelong learning' for both children and adults.

Our Strategy

At Al Yahir Private School, we ensure that parents are actively involved in their children's learning process, we develop a policy on parental engagement in the educational process and will provide them with a handbook that includes information about the school program and policies relevant to students and their Parents. The school develop and maintain good relationships with Parents to encourage the parental involvement in school affairs, and determine the areas and roles they can play.

Fulfilling YPS School vision of parent engagement requires commitment and action by all of our partners at every level of the education system. In this policy, our school identifies a series of key steps designed to support parents as partners so that they have the opportunity and the skills, knowledge, and tools to engage with the school community in fulfilling the core priorities as follows:

The school promotes parental involvement through the following:

1. Open Days

At the beginning of each academic year, all parents are invited and encouraged to attend the annual Open Day. During the Open Day, parents meet their children's class teacher and subject teachers. The teachers explain the curriculum, the classroom rules and procedures, modes of communication between parents and teachers, student assessment techniques, expectations from students and parents, as well as discuss the ways that parents can help and support their children with learning. Additionally, there are Teacher-Parent Meetings on termly basis to discuss students' academic progress.

2. Parent-Student Handbook

YPS is planning to provide at the beginning of each academic year a "Parent-Student Handbook" that includes the school's mission, vision, and values as well as a brief description of the curriculum and the subjects taught along with information related to school timings, absences, school rules, health and safety rules, uniform, promotion and retention, code of conduct and other issues. Teacher-parent can communicate through the section provided in the handbook.

3. Parent-Teacher Meetings

Parents are invited and encouraged to attend the Parent-Teacher Meetings that are held twice a year at least. In these meetings, parents meet their child's teachers and discuss about their progress in all subjects.

4. Timely information to parents

YPS communicates with parents regularly and frequently through the school official means of communications; google classroom, telephone calls and e-mails ,...etc.

5. Individual Parent-Teacher Meetings

Whenever the parent or teacher has any concern about a student, he or she can request a meeting with the child's teacher and/or parent. An appointment is set and both the parent and the teacher will meet on a particular date and time. In these meetings, the parent and the teacher discuss their respective concerns and issues and agree on a course of action.

6. Frequent Reports on children's progress

A performance report on each child's academic and personal development is provided to parents on termly basis (3 times at least during the academic year) and each report is followed by a parent meeting to discuss students' academic achievements and progress.

7. Opportunities for volunteering

The School makes every possible effort and creates opportunities to involve parents in school activities. The school informs the parents through invitations. Moreover, the school requests parents to share their ideas and volunteer in events and activities. For example parents were invited to participate in the Holy Quran Recitation competition, Donations initiatives and community activities like planting, recycling and sustainable practices.

9. Parental Survey

Termly, a parental survey is sent out to all parents. The aim of the survey is to obtain a feedback related to the quality of education and services offered by the school and the areas which need improvement. The responses are collated and analyzed and used as opportunities for improvement, usually embedded in the school improvement plan.

Our Parents council

YPS parents' council serves as a dynamic partner in the school's success, promoting shared responsibility and mutual respect within the school community. The Parents' Council plays a pivotal role in enhancing the school community by fostering collaboration between parents, teachers, and school leadership. Its responsibilities include:

Promoting Effective Communication: Acts as a bridge between parents and the school, ensuring clear, constructive dialogue about school policies, initiatives, and student development.

Supporting School Activities: Organizes and participates in events, workshops, and programs to strengthen community engagement and enrich students' educational experiences.

Providing Feedback: Offers valuable insights and suggestions to help the school address parents' concerns and meet the needs of students effectively.

Encouraging Parental Involvement: Motivates parents to actively contribute to their children's learning through volunteering, attending meetings, and participating in decision-making processes.

Advocating for Students: Helps ensure student welfare by collaborating with school leadership on policies that promote a safe, inclusive, and supportive environment.

#	Name	Position	Role
1	Ahmed Yahya	Principal	Executive Principal
2	Doaa Mahmoud	Vice Principal	V.E.P
3	Mamoud El Gazzar	HR Manager	Member
4	Moustafa Barakat	Social Worker	Member
5	Shaimaa Salah	Social Worker	Member
6	Jameela Al Briky	Social Worker	Member
7	Nada Omer	Public Relations	Member
8	Mahmoud Ismaeel	Head of Inclusion	Member
9	Saleh Elkitbi	Parent	Member
10	Abdulrahman Hussein	Parent	Member
11	Mussalam Al Amri	Parent	Member
12	Yasser Saleh	Parent	Member
13	Mohamed Saeed Al Amri	Parent	Member
14	Sanaa Ali Al Sayed	Parent	Member
15	Majida Mubarak Abdullah	Parent	Member
16	Asmaa Mohamed Al Bloshi	Parent	Member
17	Fathia Mubarak	Parent	Member

Parents' Council Committees: The Parents' Council operates through various committees, each focusing on specific aspects of school life to enhance student learning, well-being, and community engagement. Some key committees include:

#	Committee	Person in Charge
1	Students Affairs	Abdulrahman Hussein
2	Health Education and Environmental Protection	Mussalam Al Amri
3	Social Committee	Fathia Mubarak
4	Activities Committee	Saleh Elkitbi
5	Inclusion Committee	Majida Mubarak Abdullah

Communication channels at YPS:

At Al Yahar Private School, we provide various communication channels to maintain effective and consistent engagement with parents as follows:

- The school communicates parents using school emails as a primary mean of communication through: communications@yps.ae.
- The school has designated the email ypsawareness@yps.ae for conducting virtual awareness sessions for parents and students.
- The school shares the most important school events and activities with parents through our school telegram channel: <https://t.me/+xQ5pBBBBM-bBiYzE0>.
- Parental received notes/ concerns, directed to the Public Relations Department (PRD), which follows up on fixing the issue. A reply to parents is provided within a maximum 3 working days.
- To facilitate parents', reach out, we provide parents with contact details for our staff members.

https://drive.google.com/file/d/1Lfj7VRipUwiD4i9ICMR1GLT-1-04b5iD/view?usp=drive_link

قنوات التواصل (المنهاج الوزاري)

الرقم	الاسم	الوظيفة	البريد الإلكتروني	الرقم
1	أحمد حازم أحمد الله	مستشار	Ah.ahmed@yps.ae	(03) 781 4454 - 0
2	مصطفى يسوي مصطفى	مستشار	S.mostafa@yps.ae	(03) 781 4454 - 0
3	مجلسه بلسم مبارك	أخصائي اجتماعي	M.jamilia@yps.ae	(03) 781 4454 - 2
4	محمد مصطفى الجوهري	أخصائي اجتماعي	E.Mohamed@yps.ae	(03) 781 4454 - 3
5	عبدالله محمد محسنود	معلم	A.alaa@yps.ae	(03) 781 4454 - 3
6	فهد مصطفى رمضان	معلم	M.hesham@yps.ae	(03) 781 4454 - 3
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8	محمود عبد القادر زوين	معلم	Z.sahar@yps.ae	(03) 781 4454 - 4
9	مها علي دسمل العمري	معلم	A.maha@yps.ae	(03) 781 4454 - 4
10	إيمان يوسف الحجاج	معلمة	A.eman@yps.ae	(03) 781 4454 - 7
11	هيام مرعي الدين عدواني	معلمة	I.hana@yps.ae	(03) 781 4454 - 7
12	هيام محي الدين عدواني	معلمة	A.hayam@yps.ae	(03) 781 4454 - 7
13	محمد إسماعيل بدلتا	معلم	I.mohammed@yps.ae	(03) 781 4454 - 8
14	رايان محمد مبارك	معلم	M.rania@yps.ae	(03) 781 4454 - 5
15	طلحي ريسان الطنيس	معلم	G.salma@yps.ae	(03) 781 4454 - 5
16	فهد الدراوي السيد صافي	معلم	E.heba@yps.ae	(03) 781 4454 - 6
17	محمد عبد المنعم طمس	معلم	O.mohamed@yps.ae	(03) 781 4454 - 6
18	صفاء الغفر الأمين يوسف	معلمة	E.safa@yps.ae	(03) 781 4454 - 7
19	محمود محمد الجزار	معلم	E.mahmoud@yps.ae	(03) 781 4454 - 9
20	دعاء محمود شمس	معلمة	VP@yps.ae	050 539 3006
21	أحمد يحيى عيسى	معلم	Principal@yps.ae	056 506 0047

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20	دعاء محمود شمس	معلمة	VP@yps.ae	050 539 3006
21	أحمد يحيى عيسى	معلم	Principal@yps.ae	056 506 0047

Record Keeping Principles:

YPS maintain systematic and comprehensive records of parent engagement to ensure transparency, accountability, and effective communication. Ensure records are regularly updated to reflect ongoing engagement efforts. Key components of record keeping may include:

Roles and Responsibilities:

School's Role:

School's principal and staff shall recognize the important role parents play in the student's educational development, and shall therefore regularly:

- Outline communication channels that the school is expected to use with parents, using various methods and media, such as school newsletters, telephone calls, SMS, e-mails, letters, Internet portals and meetings
- Encourage teachers to contact parents when necessary to discuss academic or behavioural issues that arise in the classroom or other areas relevant to the school and its activities.
- Outline communication and reporting mechanisms to inform parents about their children's academic performance and parents' support of their children's learning at home.
- Outline the opportunities available for parents to visit the school and meet with the principal, SLT and teachers who are involved in their children's education.
- Outline opportunities available for parents to participate in school activities.
- Inform parents of all relevant school policies and procedures and ensure that they have continuous and easy access to the policies and procedures.
- Keep a record of all communication with and involvement of parents.

Parents' Role:

Al Yahar Private School encourage parents to be actively involved in some specific areas, including:

- Attending periodic parents' meetings.
- Participating in extra-curricular activities organised by the School such as scientific, cultural, social, sporting or art events.
- Voluntary participation in School and community events such as the UAE's National Day celebrations, graduation ceremony, and other similar activities and events.
- Participating in other School activities such as parents' councils.
- Participating in committees formed by the school's board of trustees.
- Playing an active role in their children's education in accordance with the School's policy on parental engagement, including: ensuring their children's punctual attendance at school every day, their completion of
- homework assignments, and staying informed of their progress.

Parents Rights:

All Parents have the right to become familiar with the school's day-to-day life and goals. Al Yahar Private School ensure parental rights are addressed including, but not limited to:

- Protecting their child's privacy in all ways, including protection from the dangers of the Internet.
- Receiving regular reports on students' progress.
- Meeting his or her child's teachers at least twice during the year for the purpose of discussing the child's behaviour and academic performance.
- Visiting a classroom in which their child is attending a lesson at least once during each academic year, after informing the school principal and receiving permission to do so.
- Obtaining information about the placement of their child in a teaching group, and their right to give their written approval of the proposed arrangements.
- Being informed about all school policies that have an impact on parents and their children, such as the student code of conduct, attendance policy and tuition fees.

References:

1. ADEK School Policy on Parent Engagement
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2. Parental Involvement in the Education of their Children in Dubai
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3. Education GPS
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4. World Health Organization