Sharjah American International School

2026 * 2027

PARENT ENGAGEMENT

POLICY

Abu Dhabi Branch

This policy is reviewed annually to ensure compliance with statutory regulations.

- Policy is reviewed by: School Principal
- Policy Created: *20/1/2025*
- Policy reviewed on 18/09/2026.
- *Policy Next Review : 01/06/2027*

1. PURPOSE:

The purpose of this Parent Engagement Policy is to establish a framework for building partnerships between parents and our school. We recognize that parental involvement is key to the academic success and holistic development of students. By actively engaging parents in the educational process, we aim to create a supportive and inclusive school community that enhances student learning and development

2.IMPORTANCE OF PARENT ENGAGEMENT

Research consistently shows that when parents are involved in their children's education, the outcomes are overwhelmingly positive. Engaged parents contribute to higher academic performance, improved student behavior, and enhanced social skills. This policy aims to facilitate meaningful parental involvement that is beneficial to all stakeholders.

3. VISION AND GOALS

Vision for Parent Engagement

SAIS.AD's vision is to cultivate an environment where parents feel valued, welcomed, and integral to the educational process. SAIS.AD strives to empower parents to participate actively in their children's education through various meaningful and accessible opportunities.

Goals to be Achieved through the Policy

Enhance Communication: SAIS.AD aims to establish clear, effective, and open communication channels between the school and families to ensure parents are well-informed and comfortable in expressing their views and concerns.

I**ncrease Involvement:** SAIS.AD encourages active parent participation in both school governance and day-to-day activities to foster a collaborative atmosphere.

Support Student Achievement: SAIS.AD utilizes the strengths and resources of families to enrich the educational environment, ultimately supporting the academic and personal success of students.

Build Community: SAIS. AD aims to strengthen the sense of community within the school by embracing the diverse cultural backgrounds of our families and promoting inclusive events and interactions.

4. PARENT-SCHOOL AGREEMENT

Requirements:

SAIS .AD school shall require all parents to sign a parent-school agreement prior to their child's enrollment in the school and annually upon re-enrollment.

1. The agreement shall outline the obligations of each party and require parents to accept the full set of school policies.

2. The agreement shall include a code of conduct for parents when interacting with the school community and an acknowledgment of the Student Code of Conduct that parents are expected to ensure their children adhere to. The code of conduct is aligned with the ADEK School Values and Ethics Policy, ADEK School Digital Policy, ADEK School Student Behavior Policy, ADEK School Inclusion Policy, ADEK School Cultural Consideration Policy, and ADEK School Student Administrative Affairs Policy.

Parent Code of Conduct: Schools shall work in partnership with parents to support .

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SAIS.AD shall work in partnership with parents to support their child's learning. In encouraging parents to model appropriate behavior, SAIS school shall require parents to agree to the following code of conduct at a minimum

1. Respect the vision, mission, and value statements of the school and its learning environment.
2. Treat members of the entire school community including students, staff (including security guards, cleaners, etc.), parents, in a professional and respectful manner and maintain relationships in the best interest of students.
3. Acknowledge that the education and wellbeing of each child whilst in school is a joint responsibility based on a positive school-to-home relationship between the school and the parent and that they will commit to their responsibilities (e.g., ensure their children engage in home learning, get adequate sleep, consume healthy foods in moderate amounts, engage in physical activity).
4. Set a good example with regard to speech and behavior and a willingness to resolve concerns in a professional manner whether verbal or written (e.g., not raising one's tone of voice, using offensive language, or using social status to belittle or threaten others).
5. Refrain from posting culturally inconsiderate or defamatory content about parents, students, or staff of the school on social media as per the ADEK School Cultural Consideration Policy.

PARENT-SCHOOL AGREEMENT

1. Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any disputes.
2. Correct their child's behavior (or those in their care) where it could lead to conflict/unsafe conduct or limit the ability of other children to learn.
3. Commit to and be respectful of the school's general policies, and while on school premises, behave and dress in a manner that is considerate of UAE national identity and cultural values and its current legislation.
4. Strive to achieve and maintain excellent daily attendance and punctuality for their child, including not taking holidays outside of official school breaks, following up on their child's academic performance, and being respectful of arrival and pickup times.
5. Respect the school's policy on academic honesty and integrity (i.e., monitoring their child's schoolwork for plagiarism, refraining from providing unnecessary assistance) to ensure the work accurately reflects the child's ability. This includes refraining from providing false information to the school (i.e., submitting fraudulent documents and making false excuses for absences).
6. Respond to teacher requests to attend parent/teacher meetings as invited and maintain frequent positive communication to benefit their child's growth and steady progress.
7. Cooperate with the school's recommendations for additional learning support in instances where the school deems it necessary for their child's educational progress and development.

Should the above minimum requirements be disrespected or ignored, at the discretion of the school, parents may be asked to leave the school premises or be denied access.

5. ENGAGING PARENTS IN THEIR CHILD'S WELLBEING:

In order to support and encourage their children's wellbeing, SAIS is commited to encourage parental involvement.

1. **Wellbeing:** SAIS.AD shall promote awareness of their wellbeing strategy and associated wellbeing policies to parents. Parents shall also be given the opportunity to provide feedback on improving their child's wellbeing at school by partaking in parental wellbeing surveys as per the ADEK School Wellbeing Policy and the ADEK School Quality Assurance Policy.
2. **Healthy Eating and Food Safety:** SAIS.AD shall encourage parents to pack healthy and balanced meals and snacks for their child, using sustainable practices, and inform them of food restrictions and foods to avoid bringing to school, particularly during events where food is shared. Schools shall inform parents of any food-related concerns for their child on the same day that the concern was noticed and require them to submit information regarding their child's food allergies as per the ADEK School Healthy Eating and Food Safety Policy.

6. ROLES AND RESPONSIBILITIES

1. E**xpectations from Parents**

Parents play a crucial role in the educational journey of their children. To foster an environment of active engagement, we expect SAIS.AD parents to:

Stay Informed: Keep abreast of school news, policies, and events through our regular communications.

Communicate Regularly: Maintain open lines of communication with teachers and school staff regarding their child's progress and any concerns that may arise.

Support Learning at Home: Engage in their child's learning activities at home, including homework, reading, and other educational pursuits.

Participate Actively: Whenever possible, participate in school events, parent-teacher meetings, and other activities that promote their child's education.

2. C**ommitments from the School**

SAIS ensures a supportive environment for parent engagement; SAIS commits to:

a. **Provide Timely Information:** Share important information regarding school policies, events, and student progress in a timely and accessible manner.

b. **Be Responsive:** Ensure that teachers and staff are approachable, responsive, and receptive to parent feedback and concerns.

c. **Support Parent Involvement:** Facilitate opportunities for parents to engage in school activities, decision-making processes, and volunteer programs.

d.·**Offer Training and Resources:** Provide resources and training to help parents effectively support their child's education at home and within the school community.

e**. Fees:** SAIS.AD shall enable parents to pay the ADEK-approved school fees in a timely and convenient manner, without charging Value Added Tax (VAT). SAIS.AD shall ensure parents receive information outlining their response to non-payment or late payment of school fees, as per the ADEK School Fees Policy.

f. **Inspection Ratings:** SAIS.AD shall ensure that it publishes its inspection rating and report on their website and makes these available to parents.

g. **School Records:** Regarding students transferring to other schools within or outside the UAE, SAIS.AD shall obtain parental consent before transferring their information to any third party. SAIS.AD shall keep student details within the school and ensure that parents receive copies of any reports on student information submitted to ADEK. SAIS.AD will allow parents to access their c Policy.

ROLES AND RESPONSIBILITIES

h. **Student Protection**: SAIS.AD shall inform parents of their duty of care in the protection of students as mandated reporters and that any suspicious incidents (such as excessive absences or the sudden unexplained withdrawal of a student from school) shall be reported as a maltreatment concern to relevant authorities. SAIS.AD shall conduct orientation sessions to ensure that parents are aware of student protection issues, particularly the fact that all members of the school community are mandated reporters according to the ADEK School Student Protection Policy.

3. Responsibilities of Students

Students at SAIS are encouraged to:

·**Communicate with Their Parents:** Share information about school activities, homework, and their needs, helping to bridge the communication between school and home.

·**Engage with School and Family:** Show respect and cooperation in both educational and family activities, recognizing the role their families play in their education.

7. COMMUNICATION STRATEGIES

Methods of Communication

To ensure all parents have timely access to important information and can effectively communicate with the school, SAIS-Abu Dhabi, will utilize the following methods:

Digital Platforms: Utilize school-wide management systems and platforms like Parent Portal to send updates, academic reports, and important notifications.

Newsletters: Distribute a monthly newsletter via email and in print, containing school news, upcoming events, and highlights of past activities.

Meetings: Schedule regular parent-teacher meetings and special informational sessions throughout the school year to discuss student progress and school developments.

SMS and Email Alerts: Send instant alerts and reminders for urgent news and events via SMS and email to ensure immediate dissemination of critical information.

Frequency and Type of Communications

Regular Updates: Provide weekly updates through digital platforms to keep parents informed about school life and their child's progress.

Quarterly Meetings: Hold formal meetings with parents at least once every quarter to discuss educational strategies and developments.

A**nnual Surveys:** Conduct an annual survey to gather parent feedback on school policies, communication effectiveness, and areas for improvement.

Languages Used for Communication

Recognizing the diverse linguistic backgrounds of our families, communication will be available in the following languages:

Multilingual Materials: Offer all written communications, such as newsletters and major announcements, in Arabic , English, French, and other prevalent community languages as needed.

Translation Services: Provide translation services during meetings and upon request to ensure all parents can participate fully in their child's education.

8. Parent Involvement Opportunities

- **Types of Involvement**

To cultivate a robust partnership with parents, we provide diverse opportunities for involvement that cater to different interests and availability:

- **Volunteering:** Parents can volunteer in classrooms, assist with school events, and participate in workshops or field trips. This direct involvement gives parents a firsthand experience of the school environment and student activities.
- **Decision-Making Roles:** Interested parents are encouraged to join the School Parent Council, where they can influence school policies and contribute to strategic planning discussions.
- **Event Participation:** Attend and support school functions such as cultural nights, sports days, and parent-teacher conferences, enhancing the communal spirit and mutual understanding among all stakeholders.

9.Training and Support for Parents

Recognizing that effective involvement may require specific skills or knowledge, the school commits to:

- **Parent Education Workshops:** Offer workshops on topics such as educational strategies, child development, and digital tools used at school, empowering parents to support their children's learning at home more effectively.
- **Resource Access**: Provide access to educational materials and guidance on how parents can assist with homework and project-based learning, ensuring parents feel confident in their role as educational supporters

10. Decision-Making and Feedback

Inclusion of Parents in School Decisions

Active parent participation in school decision-making is crucial for creating an inclusive educational environment. The mechanisms for this inclusion are:

Parent Advisory Committees: Parents will have the opportunity to serve on advisory committees that influence school curriculum, safety protocols, and student well-being policies.

Governance: SAIS. AD school shall have a Governing Board that includes at least one parent representative with voting rights, as per the ADEK School Governance Policy. Parent members are expected to represent the interests of the parent body, and not their own personal interests or the specific interests of their child(ren).

Annual General Meetings (AGMs): Parents are invited to attend AGMs where key decisions are discussed, and school leadership is held accountable. These meetings ensure transparency and allow parent voices to be heard at the highest levels.

Mechanisms for Parent Feedback and Surveys

Regular feedback from parents is vital for continuous improvement. To facilitate this:

Feedback Forms and Surveys: Distribute regular feedback forms and conduct surveys to gauge parent satisfaction and collect suggestions on various aspects of school life.

Suggestion Box: Implement a physical and digital suggestion box where parents can anonymously submit their concerns, ideas, and feedback, ensuring that all parents feel comfortable contributing.

11. Evaluation and Review

Process for Evaluating the Effectiveness of the Policy

To ensure the Parent Engagement Policy remains effective and responsive to the needs of our school community, the following evaluation processes will be implemented:

Annual Review: Conduct an annual review of the policy with input from parents, teachers, and administration to assess its impact on student success and parent satisfaction.

Performance Metrics: Use specific metrics such as participation rates in school events, volunteer activities, and responses to surveys to measure the effectiveness of the engagement strategies.

Regular Review and Update of the Policy

Stakeholder Feedback: Incorporate feedback from all stakeholders in the annual policy review to identify areas for improvement.

Policy Revision Sessions: Organize sessions with the Parent Advisory Committee to discuss potential changes and updates to the policy based on the latest educational research and community needs.

References

- ADEK School Student Protection Policy.
- ADEK School Safeguarding Policy
- ADEK School Student Protection Policy.
- ADEK School Values and Ethics Policy
- ADEK School Cultural Consideration Policy
- ADEK School Professional Code of Ethics Policy
- Federal Decree Law No. (3) of 2016 Concerning Child Rights (Wadeema).
- Federal Law No. (29) of 2006 on the Rights of Persons with Disabilities and its amendments
- Federal Decree Law No. (31) of 2021 Promulgating the Crimes and Penalties and its amendments