

# Parents/Guardians and ZIS Partnership



## Overview

Our goal at ZIS is to provide a challenging and nurturing environment in order to best meet the individual learning needs of each child. The foundation for this is a successful collaborative partnership between the school and parents/guardians, characterized by effective communication and trust, which are the basis of any successful partnership.

We recognize that individual circumstances may lead to varying degrees of parent/guardian involvement that differ from family to family and that this may also be dependent upon a child's age and grade level. However, it is important that the expectations of both members of this partnership with regard to rights and responsibilities are clear.

These include, but are not limited to the following points.

## Parents and Guardians Rights

**Parents and guardians have the right to a safe and secure learning environment provided for their children, including:**

- safe transportation and facilities
- an environment that is free of intimidation, harassment, and physical, sexual, or verbal abuse in the school environment
- emergency response policies and procedures;
- drug-free and smoke-free campuses
- healthy food options

**To expect timely, relevant, and effective communication, including:**

- respect and courtesy from all members of the school faculty and staff
- access to all school policies and guidelines
- information regarding school issues and events
- acknowledgement of inquiries, concerns, complaints or grievances within two school days
- regular communication between teachers and families

- information concerning the grading criteria and student progress
- access to school activities in accordance with school policies and communication protocols
- parent-teacher-student conferences and other meetings as requested

**To participate in decision-making at the school through:**

- voting in elections or on special amendments put forth by the Board of Trustees
- being a candidate for serving or volunteering on school committees (i.e. Parents' Association, campus, board sub-committees) and task forces
- standing for elections to be a member of the ZIS Board of Trustees

## Parents and Guardians Responsibilities

**Parents and guardians have the responsibility to support the mission, values, curriculum, and educational standards of ZIS, and to follow the school's chain of communication, with respect to the following:**

To assist the school with creating a safe and healthy environment by:

- sending your child to school well prepared to learn, well-rested, well-nourished, properly groomed, and appropriately dressed (as stipulated in the Student Handbooks)
- ensuring that your child is properly supervised if and when parents are away from home. The Temporary Guardianship Form, found in the divisional student handbooks, outlines these responsibilities
- respecting the health of others by keeping children at home if they are unwell, especially when they have communicable illnesses such as colds, influenza, conjunctivitis, head lice or fever; and disclosing appropriate information regarding illnesses as requested
- reinforcing with children the need to respect people, property, safety, and the rights of others
- providing the school with up-to-date contact information, and keeping such information current, in case of emergency

**To assist the school with effective communication, by:**

- treating teachers, staff, volunteers and parents with courtesy and respect
- maintaining contact with teachers and homeroom parents as necessary: bring problems, concerns, and criticisms directly to the appropriate teacher for clarification or resolution, in the first instance. The campus principal/assistant principal can also be contacted, and ultimately the director.
- attending meetings and workshops related to your child's development and learning
- informing the campus counselor of any special needs your child may have, or of any circumstances at home that might affect your child's performance at school

- adhering to ZIS policies (as outlined in each divisional handbook), especially with regard to planned absences, administering medications, parent-teacher communication, and school/activities balance
- seeking assistance as needed from other parents or from counselors and administrators to learn how to fulfill your responsibilities, and requesting assistance if such information needs translation
- respecting that parent addresses (including phone numbers and email addresses) in the school directory are for school-related issues only. These cannot be used for promoting businesses or services.
- reading *ZISLinks* weekly in order to be knowledgeable about school news, activities and events.

**To support the school by:**

- helping to foster student pride, confidence and a positive attitude in school and teachers
- providing the time and environment for students to complete expected home learning, while encouraging students to take increasing responsibility for this
- ensuring that students attend school regularly and without extended vacations; informing the school of any time when the family needs to be away
- attending parent/teacher conferences or scheduled meetings
- supporting the ethos and objectives of the ZIS Parents' Association
- volunteering time, skills, and resources when possible
- seeking the consent of the Director of Community Relations before engaging in any fundraising efforts
- dedicating time and thought to the continual improvement of ZIS.