



## PARENT CONTRACT/AGREEMENT FACE TO FACE PROVISION

I/We, Mr. & Mrs. Parents or Legal Guardian of .....

Year group:.....

Agree that Shree Swaminarayan Vidyalay ("SSV") provides educational services to the above named child/ren. I/We accept to make the necessary arrangements for the smooth running of the learning and will manage to get the Student all the learning materials for the classes.

### Attendance Policy

- Ensure regular attendance, good punctuality and to give ample time of notice of any reason for absence.
- Encourage and support my child in their work and attitude towards work and the learning environment.
- Ensure that my child attends the classes well prepared, with the appropriate stationery items and workbooks.
- Pay for the replacement of any damaged or lost books and materials.
- Agreed that my child will be deregistered for bad behaviour and that my child will have to be deregistered for a place on the waiting list.
- Agreed to provide the appropriate & recommended study resources and materials for my/our child/ren.
- That I am/we are encouraged to speak to my/our child/ren regarding the quality of work, and SSV would welcome any feedback from me/us.

### Notes:

1. Any child under 11 years old must be accompanied to and from school (for any in person teaching).
2. Students who are taken ill, especially those with an infectious illness should refrain from attending the school until fully recovered.
3. For car users, parking is free while your children are attending the classes. When using the car park:
  - Please be always aware of children and other pedestrians. Drive slowly and safely.
  - Please be considerate and allow cars to enter first before leaving.
  - If no parking space is available you should drive out of the car park immediately



### PARENT HOME LEARNING AGREEMENT ONLINE PROVISION

#### Introduction:

Shree Swaminarayan Vidyalay ("SSV") has changed the way it delivers its services due to Covid 19, due to learning moving to the home environment via online classes. SSV is required to ensure the safe usage of equipment provided to families for learning purposes.

This guidance intends to provide clear boundaries to parents/carers who will need to put in place safeguards to keep children safe while using the laptops provided by Shree Swaminarayan Vidyalay

#### Safeguarding:

Parents are expected to read the safeguarding policy for Shree Swaminarayan Vidyalay and are required to raise any concerns regarding staff/volunteers with the head teacher, if the allegation is against the head teacher, then another senior manager should be contacted.

#### What Children/young people can do:

- Use the laptops for lessons and classes that Shree Swaminarayan Vidyalay provide.
- Use the laptops to visit the Teams platform for the purpose of completing their homework and tasks set by their teachers.
- Use the laptops to do research linked to homework or online learning set by teachers.
- Learning hours may be between 9 am – 6 pm Monday – Fridays and weekends for Shree Swaminarayan Vidyalay learning time as set by teachers. Dependent on the number of children that need to complete their work within a family these hours may vary slightly.
- Children/Young people may email teachers' school email address to confirm completion of task or homework set.
- Create folders for their work with their names on and save to the laptop

#### What children/young people cannot do:

- Use the laptops to download games that are not age appropriate
- Download apps any social media apps without the permission of the headteacher
- Children/young people should not provide a personal email to people they do not know.
- Children/young people must not eat or drink near laptops
- Spend an excessive amount of time on the laptop
- Plan to meet people without a parent/ carer present
- Bully others online or use inappropriate language with others including teachers and other students.

#### Signed on behalf of the Management Committee:

*V.R. Wajjari*



## NOTES TO PARENTS / CARERS (PARENT/SCHOOL AGREEMENT)

Shree Swaminarayan Vidyalay (“SSV”) aims to maintain high standards of education and to provide a safe and professional learning environment.

Your co-operation in taking in active part in your child(ren)’s education, especially in supporting us and encouraging home learning is crucial to ensure that your child(ren) find the learning enjoyable and achieve their learning targets.

1. Please read through and reinforce with your child(ren) the Shree Swaminarayan Vidyalay Code of Conduct.
2. Please make sure your child(ren) complete(s) all homework given in their exercise books and/or class homework sheets. You may be requested to check and sign about the homework each week.
3. Please encourage your child to read/speak in Gujarati (For Gujarati and Culture Class ONLY). Your local library may have dual language books..
4. Please make sure your child(ren) arrive(s) on time and achieves 100% attendance wherever possible. Absence or early leave must be confirmed with the school administrator.
5. Please encourage your child(ren) to participate in the school’s cultural activities.
6. You are encouraged to communicate with class teachers regularly, to find out your child’s progress and discuss any issues relevant to teaching.
7. If you have any concerns and suggestions on the operation of the school, if you are not happy with any aspect of Shree Swaminarayan Vidyalay’s service please tell us. You can speak to the members of the Management Committee. Often we will be able to give you a response straight away. When the matter is more complicated we will give you at least an initial response within five working days.
8. Making a written complaint. If you are not satisfied with our response or wish to raise the matter more formally, please write to the Chair to [vikesh.wagjiani@swaminarayanvidyalay.org](mailto:vikesh.wagjiani@swaminarayanvidyalay.org). All written complaints will be logged. You will receive a written acknowledgement within three working days. The aim is to investigate your complaint properly and give you a reply within ten working days setting out how the problem will be dealt with. If this is not possible, an interim response will be made informing you of the action taken to date or being considered. The Chair will also report the matter to the next meeting of the management committee which will decide on any further steps to resolve the situation.

By signing this form, I agree to the terms outlined in the agreement.

Name of student			
Name of parent		Relation to child	
Signed		Date	