1. Rational
Narromine High School values the partnership between school and home as critical to successful learning. It recognises the importance of open, frank and reciprocal dialogue between the staff, parents and caregivers.

2. Scope
This policy pertains to all staff and student’s parents and caregivers of Narromine High School.

3. Policy Statement
- Parents and caregivers wishing to make an appointment with a staff member should do so through the front office, to ensure a mutually agreeable time.

- Head teachers will be present at all meetings where the interview involves a teacher in their first two years of teaching, or a contentious situation. The teacher to whom the parent or caregiver wishes to speak may also be present.

- Teachers who wish to speak to parents and caregivers will notify their head teacher who will contact the parent/caregiver concerned to arrange an interview. A teacher wishing to have a telephone interview about a contentious issue will first seek the permission of their head teacher.

- Staff members teaching or working with the children of staff members and wishing to speak with their parents should follow the same procedure as for contacting parents who do not work at the school.

- The Head Teacher English will oversee all school/parent communication between home and school for the students who receive funding support. Parents/caregivers who are seeking information or advice about their child are required to contact the office. An appointment will be made with the head teacher English.

- Parents/carers of Aboriginal students will be given the option of having an AEO (Aboriginal Education Assistant) present during an interview.

- School business should not be discussed outside the school.