

# Countryside Academy

## HOME/SCHOOL COMMUNICATION

The Board of Directors believes that the education of children is a joint responsibility; one it shares with the parents of the school community. To ensure that the best interests of the child are served in this process, a strong practice of communication between home and school must be maintained.

While setting higher standards of achievement for our students, we must also set higher standards of communicating a student's progress to the parents. This communication is of particular importance in the event a student's grade drops to a level that could result in retention or loss of credit.

To both confirm that the parents are informed about their student's progress and to enlist their help in avoiding student failure, the Board of Directors requires the classroom teacher to notify the parents when a student's grade drops below seventy-five percent (75%) by one of the following methods:

-  Progress Report to be returned with parent's signature.
-  Written conference request sent to the parents to be returned with parent's signature.
-  Phone call to parent; documented by the classroom teacher.

All of the above methods of communication will be executed consistently on the same day of each week throughout the school year for all grade levels as determined by the Administrator. Written communication will be delivered by the student to the parent. Mail will not be used as a delivery system.

For grades Young Fives through Eighth, student progress will be calculated three weeks after the beginning of each school year and weekly thereafter.

For grades Ninth through Twelfth, student progress will be calculated three weeks after the beginning of each semester and weekly thereafter.

This policy applies to all classes that would normally appear on a student's report card. Each communication will also inform the parent of the number of days the student has been absent according to the Attendance Policy.