



London  
**Design &**  
**Engineering**  
UTC

# Parental and Community Engagement Policy

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# Parental and Community Engagement Policy

## PARENTAL ENGAGEMENT

### Introduction

London Design and Engineering (LDE) UTC believes that clear, open and honest communication is at the heart of a successful parental partnership. This will involve a reciprocal partnership communication on a range of levels and in a variety of formats. The knowledge and needs of both the parents and the UTC must be acknowledged and mutually understood.

### Pre-enrolment one-to-one meetings

The LDE UTC will offer every student and their parents/carers applying to the UTC a one-to-one meeting with a senior member of staff. The meetings will give parents the opportunity to discuss any particular strengths or difficulties their son/ daughter has, or has had, and how these have been addressed in the past, including special educational needs; any academic, emotional or social concerns they have, their sons / daughters previous experiences of school and their expectations for the coming school year for their child

### Student / Parent induction evenings in September

This will give parents an opportunity to visit the UTC with their sons and daughters (when built). Here LDE UTC will provide more detailed information for parents on the UTC set up and introduce staff within the UTC and their responsibilities. They will be able tour the building and experience the facilities. Parents will be given an overview of the Employer Projects the students will be working on and perhaps see some in action. Employers partners will also be represented.

### Regular communication

The LDE UTC will issue regular news bulletins to parents to communicate information and share in the daily running of the UTC. These newsletters will be issued electronically and included on the UTC's website. The website will also hold key information and documents such as the yearly calendar and policies. We will also use the website and other forms of electronic media e.g.

Facebook and twitter and email for communicating announcements such as severe weather conditions.

The UTC will ensure that parents know how they can contact the school and who they should speak to concerning their son/ daughter and there will be set times when parents can contact teachers for both brief, informal chats or for a more formal meeting.

The LDE UTC will encourage parents to contact the UTC if they are concerned about their child's work or progress and ensure that they know who to contact and that they receive a timely response to their query.

Parents will be contacted promptly if their child is causing concern, so that the parents can work with the UTC on a solution.

### **Formal Parents evenings**

There will be two formal parents' evenings per year group in each academic year, these will be aligned with Progress Check Reports. The first round of parents' evenings will be in terms 2 and 3 and the second round in terms 5 and 6.

### **Parent forums**

The LDE UTC places a high value on parental engagement and involving them in both the life and decision making process within the institution. There will be one Parent Forum per term. The Forums will give the parents and opportunity to contribute to the development of policies and practice within the UTC, together with discussion around key topics such as the curriculum, assessment and reporting and keeping parents informed of national developments.

### **Parental support in curriculum delivery and enhancement opportunities**

Many of our parents will have professional skills and experiences that the UTC can draw on to support the delivery of both the taught curriculum and enhancement programme. The LDE UTC will use occasions such as the Parent Forums to explore these opportunities.

## **COMMUNITY ENGAGEMENT**

### **Employers**

Employer engagement is a cornerstone of the LDE UTC, and the UTC will actively seek to continually develop partnerships with businesses, aiming to capture a wide range of engineering sectors and sizes, from multinationals to the self-employed. This will be done through:

- Bi-monthly employer forum meetings
- Bi-annual employer engagement events to showcase the work of the UTC and explore new partnerships
- Employer partners will play a key role in supporting the curriculum through the development and delivery of the Employer Projects. The LDE UTC will encourage employers to support not only with Project development guidance and assessment, but to explore opportunities to become actively involved in and lead on aspects of teaching.
- The UTC will seek representation on regional employer forums to exploit these opportunities for engagement and promotion of the UTC.

## **Other schools**

As a centre for excellence in engineering education, the UTC will use its position to raise awareness of and promote the sector and associated careers. It will also support and work collaboratively with other schools to develop engineering curriculum opportunities.

The LDE UTC will:

- Offer primary school children in Year 6 the opportunity to spend a day at the UTC working on a Design and Engineering challenge
- Allow other schools the opportunity to access some of our specialist equipment
- Explore opportunities for students from other schools to access specialist teaching at the UTC.

## **Wider community**

As part of its remit to promote engineering education and careers and opportunities the UTC will have a programme of community access events, these will include:

- An annual Design and Engineering Festival
- Being a regional hub for the Fujitsu and Lego Innovation Hubs
- Open events, we will have two open events during the year, where the community will be able to tour the UTC and experience its facilities.
- We will also look to support local and regional events where we can promote engineering.
- UTC students, through the student forum, will support and fundraise for at least 1 charity per year.