

Parents as Partners

Handbook Excerpt p. 17-18

We are a community of learners, intentionally interdependent in our roles and intertwined in our lives. As full members of our community, your role as a responsible and contributing parent-partner is critical. Your privileges include automatic membership in the Parents' Association (PA). Please refer to the Parents' Association Section for detailed information about opportunities for involvement in the PA.

As a partner with your classroom teacher, we hope that you will:

- Treat faculty, staff and fellow parents with courtesy and respect and assume positive intent.
- All emails to faculty and staff need to be written with the assumption of positive intent to the recipient, with a genuine interest in working together to solve any problems or concerns.
- Communicate frequently with your child's teacher, as well as with other adults within the School who regularly interact with your child. Each teacher has established a system for two-way communication. We encourage you to use this – early and often – for any questions or information we need to know. Look for *The Oracle* from The Burlington School, a school-wide newsletter, each Tuesday in your email inbox, or visit our website for the latest issue.
- Attend scheduled student-led conferences in November and March and initiate additional conversations, as needed.
- Call ahead to schedule a time for conversations with your child's teacher so that (s)he can offer – and you receive – the kind of undivided attention deserved.
- When questions or concerns arise, do not wait to seek clarification; we welcome you and your input. Use the various channels available to you. First, talk with your child's teacher or advisor. If the matter is not completely resolved, please contact the Academic Dean for the appropriate division. If further conversation will be helpful, our Head of School is always ready to hear from you.
- Allow your child to walk into school unaided, providing them the confidence that they can do it on their own.
- Ensure that your children arrive in their classrooms on time and are properly dressed in clothes that meet the dress code.
- Join your child for school activities such as our All Campus/Community Events, Service Learning partnership adventures. Drivers and chaperones may be needed for many of our adventures beyond campus, as well as for Middle and Upper School sports. If you are driving students, we will also ask for your insurance policy number. When you join us for field trips or are assisting with special activities in the classroom, we ask that non-school age siblings **NOT** come along. We need your eyes on our children at hand!
- We welcome Lower School parents to our classrooms during special activities. There are many volunteer opportunities throughout both campuses. Extended, un-programmed time in your child's classroom is not recommended. While we love to see parents on campus volunteering for special events or with areas noted in the Parents' Association communications, we do respectfully request that you avoid unannounced or prolonged classroom visits so as not to interrupt the important teaching and learning that happens in those days. If you need to speak to a teacher we recommend either sending an email or leaving a voicemail message, or setting up an agreed upon time via those same communication channels.