

Thomas A. Edison Charter School

2200 North Locust Street
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Salome Thomas-EL, Principal/Head of School
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PARENT INVOLVMENT POLICY

Parental involvement

We encourage your active involvement with your child's education. A few ways to do this are by your initiative, your responses to opportunities we provide, and your involvement in your school's parent-teacher group. We welcome and encourage you taking the initiative to contact us whenever you have a question, if you feel we need to know something that will help us better meet your child's needs, or if you want more information. We can provide information regarding what your child is studying whenever you wish. Just let us know

Homework

Homework is an essential part of the learning process. The teaching of self-discipline and the assigning of homework should be hand-in-hand. A certain amount of homework is necessary for reinforcing what is taught at school.

Parents can help with assignments in the following ways:

- Assist in monitoring homework
- Help in researching for materials
- Pronounce spelling words as they are written
- Have your child read to you
- read to your child

Students in kindergarten through second grade can expect some type of homework on a daily basis. Homework should take no longer than twenty minutes. If it is taking your child longer, please contact your child's teacher for help. Throughout the school year monitor your child's homework and assist where necessary. Please allow them to complete the work.

If your upper elementary or middle school child (grades 3-8) comes home each day with no homework, it would be advisable for you to check your child's agenda, visit or call your child's teacher and question the teacher on that matter. In the first part of the school year, check to see that your child has completed all of his or her homework and that written work is neatly done. After that, more casual supervision of your child's homework should be enough.

Parent-Teacher Conference

Parents are encouraged to discuss school matters with individual teachers. Although formal conferences are scheduled during the school year, you may request a conference at any time. Problems can be avoided and/or corrected by making appropriate and timely contacts,

Parents and teachers should communicate with each other by phone, email, or written note to set a mutually agreeable time for a conference

A teacher may be available to talk with a parent on the telephone when he/she is not teaching. If a teacher is unavailable, the school secretary will take a message or transfer you to their voicemail. The teacher will return your call as soon as possible.

Parents must report to the school office upon entering the building. A badge must be secured in the office before you allowed into student areas. Parents are expected to meet their child for appointments or at a dismissal in the office other designated school areas and not at the classroom. All school employees will be enforcing these regulations. Doors are locked for security purpose and will not be opened by staff members or students.

Once the visitors have checked in at the office they are welcome to visit classes. **Parents are required to make arrangements in advance. Your visit will be announced to the teacher by the office personnel.** Please enter the classroom quietly and take an available seat. Teachers count on being able to teach with a minimum of disruptions.

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While visiting the classroom, look for the following clues which could be indicators of your child's academic success in the school:

- Ability to listen
- independent work habits
- Success while working with the others in group activities
- general attitude (Does your child seem successful, happy, and well-adjusted)
- attitude toward suggestions or comments made by teacher
- willingness to cooperate and share with others
- Class participations
- interaction with the teacher

If you have questions following your visit, please schedule a time to meet with the teacher. Teachers depend on using their schedule planning time for planning lessons, grading papers, or scheduled conferences.

Telephone call for teachers

We encourage communication between parents and teachers. However, because of their teaching responsibilities, teachers will not be called to the phone during instructional hours (8:45 a.m. – 3:30 p.m.) if you would like to talk with the teacher about your child, we will connect you to their voicemail, and you will receive a callback from the teacher when his/her teaching responsibilities are concluded. Parents may also e-mail teachers at: first initial of teacher's first name, teacher's last name followed by @tecs.k12.de.us

If at any time you have a concern regarding your child's education or school procedures, **PLEASE BEGIN WITH YOUR CHILD'S TEACHER.** If after talking to the teacher you still feel concerned, please call the Academy Dean. As a last resort please call the Head of School. Your concerns are our concerns-please feel comfortable in sharing them. A resolution will be worked out with team effort if need be.

Messages to Students

Because we have over 800 students in our building, it is impossible to handle large numbers of phone calls with messages for students. Please make personal and family arrangements with your child at home prior to him/her coming to school. Also, keep in mind that there is no public phone for student/parent use. It would be impossible to allow use of the school phone for outside calls unless it was an emergency.

Parent Teacher Organization (PTO)

Our school has a Parent Teacher Organization is an important of our school and is designed to bring the school and home closer together to share ideas and to provide experiences for our students.

The PTO has financed assemblies and field trips, purchased equipment for the school and sponsored worthwhile activities.

We encourage your participation in this organization.

The Parent Teacher Organization traditionally organizes several fund raising drives each year. Parents who prefer to make a donation in place of their child participating in the fundraiser are welcome to do so. Children should not sell products door to door

Volunteers

We welcome and encourage parent involvement. There are varieties of volunteer opportunities available within the school, such as tutoring, assisting in the library, offices or classrooms and helping with PTO activities. Please contact the Head of School for more information if interested in volunteering time and service.

Thomas A. Edison Charter School Parents are required to volunteer a minimum of 3 hours per year. Contact your child's classroom teacher or the Main Office to complete a volunteer form.