



Parental Engagement Guidelines 2025-26

Key Information	
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ELT Post Responsible for Update and Monitoring	Vice Principal – Innovation, Curriculum and Quality
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1. Aims

- 1.1 The College recognises that parental engagement plays a vital role in learner success and acknowledges that involving parents throughout the learner journey has a significant and positive impact on educational experiences and outcomes.
- 1.2 The aim of these guidelines is to enhance the partnership and communications between the College, parents and carers to ensure learners are safe, engage positively in their education and achieve positive outcomes.
- 1.3 These guidelines aim to outline the College's commitment to parental engagement and parental voice and the mechanism the College will put in place to help support these aims.
- 1.4 The College values the contribution parents make and aims to learn from the feedback received from parents and carers as well as the wider community and believes that this will support the College in being a safe, welcoming, and thriving community for learners, staff and wider stakeholders.
- 1.5 These guidelines are inclusive and are applicable to any parent, carer or guardian of a learner enrolled on a 16 – 18 study programme with whom staff may contact regard to a college learner. The College will also engage with parents and carers for vulnerable learners, those who have an Education Health Care Plan (*EHCP*) and for welfare or safeguarding reasons. This is an extension of the duty of care placed on the College.
- 1.6 These guidelines are updated annually to reflect the views and feedback from parents.

2. Key Terms

- 2.1 Key terms within the guidelines are: “*Parental Engagement*” and “*Parental Involvement*”. These are defined as:
 - 2.1.1 **Parental Engagement:**
Meaningful engagement in a learner's education, including supporting the completion of homework and independent study, the securing of a purposeful work placement, access Parent Portal to monitor attendance and progress.
 - 2.1.2 **Parental Involvement:**
Involvement in College-based activities, such as parents' evenings and where necessary face to face meetings to ensure they are fully informed and supportive of actions being taken to support the learner to achieve their full potential. Parents are also key influencers of behaviours and attitudes, and it is expected they will support the College to maintain high standards as well as celebrating key achievements.
- 2.2 The term 'parents' refers to anyone with parental responsibilities and others who care for or look after children or young people. The guidance refers to both parents and carers and should be read as indicating all forms of parental or caring responsibility, including that of carers and the local authority who have caring responsibilities for learners.
- 2.3 These guidelines acknowledge that individual family units will comprise a wider range of people who might also contribute to a learner's learning at home experiences. These guidelines encompass a wide variety of parenting roles including recognising the role of grandparents, kinship carers, foster parents, wider family (*uncles, aunts, cousins*) and separated parents who may be the learner's preferred next of kin. The term “*parents*” and “*parents and carers*” are therefore used interchangeably.
- 2.4 All learners irrespective of educational setting are entitled to a wide and empowering range of knowledge, skills and values. Inclusion means ensuring the participation and highest achievement of all. Inclusive practices recognise and value the richness of diversity and develop appropriate responses to meet everyone's needs.

3. Core Principles

- 3.1 The College aims to help parents and carers to be:
 - 3.1.1 involved in their young person's education and learning;

- 3.1.2 welcomed to the College as active participants in the College community;
- 3.1.3 support young people to learn in the College, independently and at home; and
- 3.1.4 encouraged to express their views on education and work in partnership with the college to improve learner experiences.

3.2 The principles of these guidelines are:

- 3.2.1 parents, learners and all staff are partners in the education process, and each have a role to play;
- 3.2.2 real parental involvement can only take place when everyone commits to developing an ethos of trust and respect;
- 3.2.3 parents and families are the most important influence on a young person's attitudes, behaviour and achievement - good parental involvement will influence this in a positive way; and
- 3.2.4 parents and carers will be encouraged to take part in parental engagement activity and consultation.

4. The College's Parental Commitment

4.1 The College aims to:

- 4.1.1 actively involve parents and carers in the academic progress and outcomes for learners;
- 4.1.2 listen to and act on feedback from parents and carers;
- 4.1.3 proactively communicate with parents any questions, concerns that may impact on a learner's experience at College;
- 4.1.4 provide feedback and information at key points in the academic year on learner progress e.g. through Parent Portal;
- 4.1.5 invite parents to key events such as parents' evening, open evenings, celebration events and meetings with curriculum and support team; and
- 4.1.6 treat learners and parents with mutual respect and show understanding and tolerance for support that a learner may need to overcome barriers to participating successfully in college life.

4.2 The College will:

- 4.2.1 share the Parental Engagement Guidelines with all parents and carers on the College website;
- 4.2.2 continue to develop ways to involve parents and carers in college life;
- 4.2.3 understand that parents need to be supported and encouraged to play a more active role in decision making and support the College to ensure standards and expectations are reinforced and supported at home;
- 4.2.4 aim to develop mechanisms to involve parents such as Pro Portal. The College is committed to developing through information from feedback from parent/carers;
- 4.2.5 take actions to address any questions or concerns and provide feedback to parents; and
- 4.2.6 aim to enhance communication with parents through both face-to-face and information that is sent home.

5. Parental Engagement Mechanisms

- 5.1 College parental engagement and involvement mechanisms will centre around parental involvement and parental engagement. These key aims will be supported by activities planned throughout the academic year. *Appendix A* details the key dates for each academic year.
- 5.2 Further actions for parental feedback and engagements will be developed and undertaken by the College and reported to the Senior Leadership Team (*SLT*) and Governors.
- 5.3 The College aims to be ambitious and will prioritise activities under the following areas over the next two years:
 - 5.3.1 **Parental Involvement:**

- (a) Representation
- (b) Collaboration
- (c) Communication
- (d) Information Technology
- (e) Participation

5.3.2 **Parental Engagement:**

- (a) Parental Engagement
- (b) Parent Portal
- (c) Support for Study Skills and Work Experience
- (d) Inclusion and Equality

6. Digital Engagement

- 6.1 The College recognises the importance of digital tools in strengthening communication and collaboration between the College and parents/carers. Digital engagement enables timely, accessible and transparent sharing of information to support learner progress and wellbeing.
- 6.2 The College will:
- 6.2.1 promote the use of the ParentPortal as a central platform for parents and carers to access real time information on attendance, progress, assessment grades and key communications;
 - 6.2.2 provide guidance and support to ensure all parents and carers are confident in using digital platforms, including step by step instructions and access to technical support where needed;
 - 6.2.3 use digital communication channels (e.g. SMS, virtual meetings) to ensure parents are kept informed of key dates, events and learner updates in a timely and efficient manner;
 - 6.2.4 offer virtual engagement opportunities, such as online parents' evenings and webinars to increase accessibility and participation for all families including those with work or caring commitments;
 - 6.2.5 capture parental voice digitally through online surveys and feedback forms, ensuring that all parents have the opportunity to contribute to the development of the learner experience; and
 - 6.2.6 continuously review and improve digital engagement tools based on feedback from parents and carers ensuring they remain user friendly, inclusive and responsive to the needs of the College community.

7. Engaging Parents in Careers Education, Information, Advice and Guidance (CEIAG)

- 7.1 The College recognises the critical role parents and carers play in supporting learners to make informed decisions about their future education, training and employment. In line with the Department for Education's statutory guidance on careers guidance and access for education and training providers (May 2025), the College is committed to strengthening parental engagement in CEIAG.
- 7.2 The College will:
- 7.2.1 provide clear, accessible information to parents and carers about the careers programme, including the Gatsby Benchmarks, through the College website, newsletters, and Parent Portal;
 - 7.2.2 invite parents to careers-related events, such as employer talks, apprenticeship evenings, and careers fairs, to enable them to support learners in exploring a range of pathways;
 - 7.2.3 offer guidance sessions and webinars for parents to understand post-16 and post-18 options, including T Levels, apprenticeships, and university routes;
 - 7.2.4 encourage parental involvement in work experience planning, including helping learners identify opportunities and supporting them in preparation and reflection;
 - 7.2.5 share labour market information (LMI) and career planning tools with parents to help them guide learners in making realistic and aspirational choices; and
 - 7.2.6 collaborate with external providers, including The Careers & Enterprise Company, to ensure parents are aware of the full range of education and training opportunities available to their young person.

8. Monitoring Arrangements

- 8.1 The College will regularly monitor and evaluate the implementation of the Parental Engagement Guidelines and its objectives.
- 8.2 The impact of each planned engagement activity will be reviewed to assess impact and inform future arrangements.

Appendix A

2025-26 Key Parental Engagement Events

	Event	Details	Date	Times	Location
Term 1	2025-25 Enrolment	Enrolment for all learners	21 August 2025-19 September 2025	Various	All Campuses
	Parental Welcome	Welcome Event for all learners. Parental survey sent via email following the Parent Welcome Event to capture Parental Voice.	Wednesday 24th September 2025	5.30pm - 6.30pm	Online
	Parental progress update Term 1 For learners on: Year 2 of a level 3 vocational programme Year 2 of the A level programme Year 2 of a T Level programme	Email to all parents/carers directing them to view Progress Assessment Grades on Parent Portal	Monday 20th October 2025	N/A	N/A
	Parents Evening 1 For learners on: Year 2 of a level 3 vocational programme Year 2 of the A level programme Year 2 of a T level programme	Parents of At Risk learners enrolled to: Year 2 of a level 3 vocational programme Year 2 of the A level programme Year 2 of a T level programme Online meetings to be booked with appropriate core curriculum and Maths & English teachers	Monday 20th October 2025-Friday 24th October 2025	By appointment only	Online
	Parental progress update Term 1	Email to all parents/carers directing them to view Progress Assessment Grades on Parent Portal	Monday 15 December 2025	N/A	N/A
Term 2	Parents Evening 2: For learners on: A foundation course An ESOL programme A vocational level 1 or level 2	Parents of At Risk learners enrolled to: An entry level programme An ESOL programme A vocational Level 1 or level 2 programme Online meetings to be booked with appropriate core curriculum and Maths & English teachers	Monday 26 January 2026-Friday 30th January 2026	By appointment only	Online

	Parental progress update Term 2	Email to all parents/carers directing them to view Progress Assessment Grades on Parent Portal	Monday 30th March 2026	N/A	N/A
	Parents Evening 3 For learners on: Year 1 of a level 3 vocational programme Year 1 of an A Level programme Year 1 of a T Level Programme	Parents of At Risk learners enrolled to: Year 1 of a level 3 vocational programme Year 1 of an A Level programme Year 1 of a T level programme Online meetings to be booked with appropriate core curriculum and Maths & English teachers	Monday 30th March 2026-Thursday 2nd April 2026	By appointment only	Online