



The Stalyhill Schools' Federation

POLICY DOCUMENT TO SUPPORT SEPARATED PARENTS

Date of last review:	Spring 2026
Committee:	FGB & Curriculum
Date of next review:	Spring 2030
Policy Reference Number:	607
Staff Member:	Head teacher

Within the Stalyhill Schools' Federation we will continuously strive to ensure that everyone is treated with respect and dignity. Each person will be given fair and equal opportunities to develop their full potential regardless of their gender, transgender, ethnicity, culture and religious background, sexuality, disability, or special educational needs and ability. The school will actively promote equality and foster positive attitudes and commitment to an education for equality.

Policy rationale

Within the Stalyhill Schools' Federation we appreciate that families come in all shapes and sizes and that some parents may be jointly raising children as separated or even estranged parents who both have an equally vested interest in the education and wellbeing of their child.

Evidence shows that after separation children do best when those around them cooperate, provide stability, and avoid conflict. We understand that this can be difficult and parents can become estranged. Our aim is to work with all parties to promote positive family involvement. This policy clarifies what is expected from separated parents and carers, the schools and our staff.

General points to note

It is vitally important that parents make school aware of any individual family circumstances in order that we can best support the child and the family where necessary.

The information provided to school when the child was enrolled, detailing whether both parents have parental responsibility, will be presumed to be correct unless a court order or original birth certificate proving otherwise is provided to the school.

Parents should be aware that a full list of a child's emergency contact information is sent home annually, in September, for review. This goes home as a paper copy and will therefore go to the parent that collects on the day of issue.

Both parents are legally entitled to collect their child from school unless a court order is provided that states otherwise. In all cases, the school will be mindful of its safeguarding responsibilities and may use its discretion not to send a child home with a particular parent.

The role of the School

Where parents are separated or estranged, school can support you in the following ways;

- If requested, we can ensure that both parent's contact details are on our Parentmail system, meaning that both parents receive information and updates about school.
- All diary dates, Newsletters, and other letters are available on our websites at www.stalyhill-inf.tameside.sch.uk or www.stalyhill-jun.tameside.sch.uk

for all parents to access.

- Occasionally paper letters are sent home with pupils and will therefore be available to whomever collects your child that day.
- Both parents are entitled to receive progress reports and review their child's pupil records. Progress reports will be sent to the parent who collects on the date of issue with the expectation that he/she will share the report with the other parent. The school will post copies of progress reports to the other parent if a request is submitted.
- In the interests of transparency and fairness, if additional reports or information are requested by one parent about your child, we will ensure access to those reports is given to both parents.
- We will hold one parent's evening appointment per child where both parents are welcome to attend, and we expect parents to communicate with each other regarding these arrangements. Unfortunately the school is unable to offer individual appointments as the school does not have the capacity to support this.

The role of the Parents

- Parents should ensure that both sets of parent contact details are kept up to date
- Parents should inform school, through the contacts sheet, as to the people school may call on in the event of an accident or emergency, these will usually be called in the priority order as they appear on the contact sheet.
- Parents should inform school if there is a change in who is able to give messages to school regarding the child's welfare such as a change in travel arrangements or collection for medical appointments. This may include new partners or Grandparents.
- Parents should inform their child's teacher of which parent will be picking up on which night and always let us know if someone different is picking up your child or if regular arrangements have changed.
- Parents should keep us updated of any changes in your circumstances.
- We expect parents to liaise and communicate directly with each other in matters such as the ordering of school photographs; tickets for performances and other instances.
- We expect parents to communicate paper-copy messages to each other as and when appropriate.

This policy is written in conjunction with our Child Protection and Safeguarding policy in which we outline our duty of care to all children.