



Rose Green Infant School Separated Parents Policy

At Rose Green Infant School, we recognise that while some parents/carers may be divorced or separated, both have a right to be informed of, and involved in, their child's educational progress, if they have parental responsibility and there is no legal order in place that says otherwise.

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/carers 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 school and its staff.

It is the responsibility of parents/carers to inform the school when there is a change in the family's circumstances. We need to be kept up to date with contact details, arrangements for collecting children and emergencies.

The information provided to school when the pupil 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.

All diary dates, newsletters, and other letters are available on our website at www.rosegreeninfant.school

Letters and other communications can also be sent to both parents if email addresses are provided. Parents/carers are responsible for providing a correct email address. Occasionally paper letters are sent home with pupils, for example if a reply slip is to be returned, and this is usually sent to the primary carer, but it can be sent to both parents if this is requested.

We will hold one parent's meeting appointment per child in the Autumn and Spring terms, where both parents are welcome and we expect parents to communicate with each other regarding these arrangements. Unfortunately, except in extenuating circumstances, the school is unable to offer individual appointments as we do not have the capacity to support this unless separate appointments are stipulated in a court order, so parents will either need to attend together or each attend only one of the meetings across the year if they both wish to be involved.

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 unless it is stipulated otherwise in any court order. In the case of school performances, although the letters containing this information will go to both parents, they will still only have the allocation of one family due to fire safety restrictions.

Both parents are entitled to receive end of year reports and review their child's pupil records. Reports will be sent to the non-custodial / co parent if an email or postal address is supplied and there is no court order in place to say otherwise.

Both parents are legally entitled to collect their child from school (if they have parental responsibility) 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, depending on the individual circumstances; this should be discussed with the Headteacher.

Policy reviewed: March 2026
Date of next review: March 2029