

Avalon College Family Engagement & Consultation Policy

1. Purpose

Avalon College recognises that **family engagement and consultation** are vital to supporting student success and wellbeing. As an **English language school** with international students, it is essential to maintain **strong, culturally responsive communication** with parents and guardians, ensuring that they are informed, engaged, and included in key decisions regarding their child's education and boarding experience.

This policy ensures that Avalon College's family engagement approach aligns with **VRQA standards, Ministerial Order No. 1359, the Child Wellbeing and Safety Act 2005 (Vic), and the National Principles for Child Safe Organisations.**

2. Scope

This policy applies to:

- **All Avalon College students and their parents/guardians.**
- **School leadership, teachers, boarding staff, and support personnel.**
- **Family engagement processes in academic, boarding, and pastoral care programs.**

3. Principles of Family Engagement & Consultation

Avalon College is committed to:

- **Inclusive & Accessible Communication:** Providing clear, timely, and culturally appropriate communication with families.
- **Active Parent & Guardian Involvement:** Encouraging parents to participate in school activities, decision-making, and student support programs.
- **Respect for Cultural & Linguistic Diversity:** Recognising and accommodating the diverse backgrounds of Avalon College families.

- **Transparent Consultation Processes:** Ensuring parents have opportunities to provide feedback and contribute to policy discussions affecting their children.
- **Child-Centred Decision-Making:** Prioritising student wellbeing and educational outcomes in all family engagement efforts.

4. Family Engagement Strategies

4.1 Communication Channels & Accessibility

- **Multi-language communication options** to support non-English-speaking families.
- Use of **Orah System and parent portals** for real-time updates on student progress and boarding information.
- Regular **email updates, newsletters, and translated materials** to keep parents informed.
- **Scheduled parent-teacher meetings** and video conferencing for international families.

4.2 Parent & Guardian Involvement in School Activities

- Invitation to participate in **school cultural events, workshops, and student exhibitions.**
- Parental involvement in **student learning plans and progress reviews.**
- Collaborative **family-school engagement programs** to strengthen student support.

4.3 Consultation & Feedback Mechanisms

- **Annual parent surveys** to assess satisfaction and identify areas for improvement.
- Regular **feedback sessions and consultation meetings** with families.
- Clear **complaints and grievances processes** for parents, aligned with the **Avalon Boarding Pty Ltd Complaints & Grievances Policy (AB-GOV-010).**
- Families are invited to **contribute feedback** on the review and development of policies and procedures related to student safety and wellbeing.
- Avalon College will provide **translated summaries** of key policy changes and offer a parent feedback form to ensure families can actively participate in shaping policies that affect their children.

- Where appropriate, student and parent input will be considered during Avalon College's annual **Child Safety and Wellbeing Policy review**.
- Families are encouraged to raise concerns or complaints related to **child safety and wellbeing** through formal channels. These include contacting the Child Safety Officer, the Managing Director, or submitting a formal complaint using the procedures outlined in the **Avalon Boarding Pty Ltd Complaints & Grievances Policy (AB-GOV-010)**. All concerns will be treated seriously, respectfully, and in line with Avalon College's child safety obligations.

5. Record-Keeping & Compliance Monitoring

- **Documentation of parent feedback and engagement activities** must be maintained.
- Avalon College Leadership Team will conduct **annual reviews of family engagement effectiveness**.
- Records of parent input on policy reviews and safety-related consultations will be stored in accordance with **PROV standards**.
- Compliance with **Ministerial Order No. 1359** and **VRQA parental engagement requirements** will be regularly assessed.

6. Communication & Accessibility

This policy is implemented through:

- **Staff training on culturally responsive family engagement**.
- **Parent orientation sessions** explaining Avalon College policies and student support programs.
- **Availability of multilingual resources** for non-English-speaking families.

7. Policy Review

This policy is reviewed **annually** to ensure alignment with **VRQA expectations** and best practices in **family engagement and consultation**.

Approved by: Avalon College Managing Director

Signature: 

Date: 27 March 2025