



# FACTS

## Families and Communities Together with Schools

*Providing information and support to parents and schools  
in Jefferson County and New York State*

### How Family-Friendly Is Your School?

**Place a check mark beside items your school does well and a star beside new ideas you want to explore or implement.**

- The school has friendly signs inside and outside the building to welcome families.
- The entrance to the building is inviting and there are directions visible to explain how to get around the building.
- The office is located near the school entrance and is clearly marked for visitors.
- The office staff is friendly; they answer the phone in a polite manner, immediately recognize visitors and make everyone feel welcome.
- There is a parent resource room or comfortable area available where parents can borrow books, educational materials and resources.
- The school has parent mentors who provide tours, guidance and support to newly enrolled families.
- Student work is displayed throughout the school. The work also includes a description of the purpose of the work and the standard that it meets.
- The school offers workshops for parents to help them understand the classroom curriculum and how they can help their children learn at home.
- The school is open and accessible for extended hours for families and the community.
- All activities and school programs for families focus on student achievement.
- The school creates displays that reflect the families in the school community.
- There are signs located outside each classroom door noting the grade level/course title, teacher's name and a picture of the teacher.
- The school offers a variety of opportunities for teachers and families to meet face-to-face, such as literacy nights, open house, parent conferences, class observations, etc.
- The school provides low literacy informational materials to parents in a format that is easily understood.

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- \_\_\_\_\_ The school establishes a tone of respect for all families, regardless of culture, ethnicity, language or disability.
  - \_\_\_\_\_ The school insures that teachers or other school personnel have personal contact with each family in the school on a regular basis.
  - \_\_\_\_\_ The school has a Parent Coordinator who helps to connect the families and the school.
  - \_\_\_\_\_ The school seeks parents' ideas regarding parental involvement in the school.
  - \_\_\_\_\_ The school integrates parental involvement into all aspects of the school culture.
  - \_\_\_\_\_ The school has a system in place for ongoing assessment and feedback from parents regarding the school climate.
  - \_\_\_\_\_ The school actively recruits and welcomes new families from all backgrounds for school committees, such as the PTA/PTO.
  - \_\_\_\_\_ Professional development for staff includes trainings/workshops on working with diverse families and parental involvement.
  - \_\_\_\_\_ The school's parental involvement policy is shared with parents and staff.
  - \_\_\_\_\_ The school acknowledges that "parents know their child best" and recognizes parents as true partners in the education of their children.
  - \_\_\_\_\_ The staff and administration believe that families and the community view the school as a "Family-Friendly School".

**New ideas you would like to explore or implement:**

**Comments:**

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**For more information on creating family-friendly schools, contact:**

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