



Jacksdale Primary School & Nursery

Separated Parents Policy

Reviewed October 2024

Next review due: October 2025

Purpose

The purpose of this policy is to:

- Ensure that pupils with separated/divorced parents are supported effectively and that all parties involved understand their rights, responsibilities and processes related to the child's education.
- Provide a framework for how the school will work with separated/divorced parents to ensure the best interests of the child are met.
- Clarify the school's position on communication, information sharing, and decision making regarding pupils with separated/divorced parents.

Legislation and Guidance

This policy takes into account the following legislation and guidance:

- Children Act 1989
- Education Act 1996
- Data Protection Act 2018
- GDPR Regulations 2018
- DfE Guidance on Parental Responsibility (2018)

Roles and Responsibilities

School Leadership Team

- Ensure this policy is implemented consistently across the school
- Provide training and support for staff to handle sensitive situations effectively
- Monitor the effectiveness of the policy and make updates as needed
- Remain neutral to both parents

Teaching and Support Staff

- Familiarise themselves with this policy and follow the procedures outlined
- Communicate sensitively with both parents, where appropriate
- Escalate any concerns or issues to the designated lead

Parents/Carers

- Provide the school with up-to-date contact information and living arrangements
- Communicate respectfully with the school and each other regarding educational matters
- Inform any other parent who holds PR (Parental Responsibility) of all information relating to child's health, education or housing – at the earliest possible time.
- Work collaboratively with the school to support the child's wellbeing and progress

- Refrain from attempting to manipulate school into taking a non-neutral stance or decision making based on one parents preference

Pupils

- Understand that the school will communicate with both parents, where appropriate
- Seek support from staff if they are struggling with family separation

Procedures

Identifying Pupils with Separated/Divorced Parents

- During the admissions process, parents/carers will be asked to provide details of living arrangements and contact information for both parents.
- This information will be recorded on the pupil's file and updated as necessary.
- The school will be proactive in identifying any changes to family circumstances that may impact a pupil.

Communication and Information Sharing

- The school will communicate with both parents, regardless of living arrangements, unless there is a court order in place that prevents this.
- Both parents will receive copies of school reports, newsletters, and other relevant information unless otherwise specified.
- Sensitive information will only be shared with those who have parental responsibility or a legitimate need to know.
- Parents will be encouraged to communicate respectfully and work together regarding educational matters.

Decision Making

- The school will follow the principle of 'no order' unless a court order is in place that specifies otherwise.
- In the event of disagreement between parents, the school will attempt to facilitate a resolution, but may ultimately defer to the parent with primary responsibility (the parent with whom the child resides for the majority of the time) or the court order.
- Pupils will not be put in a position of having to choose between parents or share sensitive information.

Emotional and Academic Support

- The school will provide a supportive and non-judgemental environment for pupils dealing with family separation.
- Additional pastoral support, counselling, or academic interventions will be offered as needed.
- Staff will be trained to handle sensitive situations with empathy and discretion.

Monitoring and Review

This policy will be reviewed annually by the Senior Leadership Team and Governing Body to ensure it remains fit for purpose. Any updates to relevant legislation or guidance will be incorporated as necessary.