



# COMMUNICATION POLICY

## RATIONALE

- Communication is a vital part of the interdependent partnership between home and school. We use a number of platforms to stay in touch with the community.
- It is imperative that our communication is accurate and contains information that will mutually benefit both school and community members.

## AIMS

- To positively promote the school's Purpose and Vision statements and our values.
- To positively promote the school's activities, and the children.
- To inform the community with up-to-date information.

## IMPLEMENTATION

- PPS will use a number of strategies to communicate with our community.
- Our Compass portal is the main form of regular communication and it is used to issue the newsletter, curriculum outlines, school programs, sport updates and notifications, camp and excursion permission notices and reminders along with daily updates and estimated time of arrival (ETA) when students are on camp/excursions.
- Other strategies used for communication include email, telephone, Introducing my Child meetings, 3 way conferences, our website, Facebook and personal contact.
- Community members will also be able to access the newsletter via the school's webpage.
- Individual staff, year levels and groups will communicate on a needs basis using Compass.
- School council grants permission, at the Principal's discretion, for paid sponsorships and advertisements to form part of the school communication strategy as long as they comply with the school's sponsorship policy.
- The principal reserves the right to exclude or modify any submitted article as she deems appropriate.
- Our communication may include relevant articles for other local government schools.
- The principal will ensure that the format, presentation and content of our communication strategies are reviewed regularly.

## EVALUATION

This policy will be reviewed in line with best practice and DET guidelines.

## REVIEW CYCLE

This policy was last updated on **June 2019** and is scheduled for review in **July 2021**.

**Endorsed by School Council in June 2019.**