



Mahdavi family-school engagement office

Activities manual of style

Today, the joint responsibility of family and school in the process of learning and teaching is highly emphasized. Based on the new perspective, instead of one-way relationship between the school and the parents, the two-way relationship between the school and the family is highlighted.

The main objectives of the family-school engagement office are as follows:

- Family and school cooperation in education to improve student achievement and success
- Adding contribution of students' families in the management of the complex

The main tasks of the family-school engagement office are as follows:

Responsiveness:

- Hearing the families and understanding their expectations, views and concerns
- Strengthening accountability, transparency in handling complaints, answering questions and ambiguities of parents also following up to achieve results

Contribution and cooperation:

- Attracting support and contribution of families in the educational process
- Building continuous and effective communication with the family and attracting contribution besides using their potential capacities in the complex
- Creating opportunities for contribution, sharing ideas and support also families undertaking roles in the management of the complex
- Creating passion for families' contribution through creative and valuable activities
- Development of various collaborations between families and school

Culture building:

- Supervising the process of effectively informing the families of the activities in the complex
- Transmitting the views and educational approaches of the complex to families and creating an effective family culture in line with the educational goals of the complex



- Creating unity and a particular behavioral culture in facing and responding to the families throughout all sections of the complex

Reporting:

Preparation of periodic reports in the following areas:

- Analysis of the main causes of dissatisfaction and the source of each, also the proposed solutions
- Report on measures taken to develop family engagement
- Suggestion on revisiting and defining new policies and procedures based on feedback received

The process of family-school interaction

Mahdavi family-school engagement office takes the following steps in order to establish a two-way and continuous relationship between the family and the school:

1. Forming a connecting bridge with families
2. Creating interaction (two-way communication) with the family
3. Generating passion also opportunities to cooperate and share ideas
4. Maintaining a two-way connection and communication
5. Developing of the family cooperation and contribution