

Communication Policy



Purpose

To ensure that Carrum Downs Secondary College has clear communication procedures with the college community.

Policy

Carrum Downs Secondary College will engage with families and staff in regular, meaningful two-way communication about children and young people's learning needs. This communication will occur using a range of mediums, including:

- Compass
- Regular e-newsletters and email
- The college's social media profile, including but not limited to Facebook, You Tube and Instagram
- Letters to parents
- Written student reports and Student Learning Conferences
- The college website
- Student Support Group meetings
- Reports to College Council, including the Annual Report
- Parent phone calls
- Making college policies available on the website and reviewing all policies with college council every three years.

Evaluation: This policy will be reviewed as part of the College's review cycle.

Related policies: School Policy Advisory Guide – <http://www.education.vic.gov.au>

This policy was endorsed by the College Council in June, 2016