GREENWOOD ACADEMIES TRUST

Mablethorpe Primary Academy

Separated Parent Policy

Document Owner	PRINCIPAL
Version	1
Effective From	21/01/2026
Next Review Date	21/01/2027

Information for separated Parents and Carers

At Mablethorpe Primary Academy, we recognise that while some parents may be divorced or separated, both have a right to be informed of, and involved in, their child's educational progress.

We believe, based on extensive experience that children do best when those around them cooperate, provide stability, and avoid conflict. We understand that this can be difficult and parents can become estranged. Our aim is to work with all parties to promote positive family involvement in the best interests of the children involved. This policy clarifies what is expected from separated parents and carers, Mablethorpe Primary Academy and its staff.

* It is the responsibility of parents to inform the Academy when there is a change in the family's circumstances. We need to be kept up to date with contact details, arrangements for collecting children and emergencies.
* The information provided to Academy when the pupil was enrolled, detailing who has parental responsibility, will be presumed to be correct unless a court order or original birth certificate proving otherwise is provided to the Academy.
* All diary dates, newsletters, letters and information about events and activities are available from our academy office and via our website. When paper letters are sent home with pupils we expect parents to communicate these messages to each other as and when appropriate. If there is a requirement for a different arrangement, this request needs to be in writing to the office. We expect parents to liaise with each other on day to day matters such as reading books, homework, day to day absence.
* We will hold one parents' evening appointment per child where both parents are welcome and we expect parents to communicate with each other regarding these arrangements. In exceptional circumstances it may be necessary to arrange separate appointments i.e. where a court order stipulates that parents must not have contact with each other or where distance precludes attendance. Please let the academy office know. There may be occasions we are not able to accommodate your request if the academy has no capacity to do so, however we will endeavour to work with you to ensure you receive the information you need about your child.
* We expect parents to liaise and communicate directly with each other in matters such as ; tickets for performances and other instances. It is not the academy's role to organise this.
* Both parents are entitled to receive progress information. We would expect parents to share access to this and the annual progress report will be sent home with the child. If the non- custodial parent requests a copy via the academy office, one can be sent to them.
* Either parent is legally entitled to collect their child from the academy unless a court order states otherwise. In all cases, the academy will be mindful of its safeguarding responsibilities and may use its discretion not to send a child home with a particular parent.
* Both parents are welcome to attend academy events. Unless a specific court order is in place or there are safeguarding concerns relating to a parent, the academy does not have the power to act on the request of one parent to restrict the other. We do, however, expect both parties to act responsibly and appropriately on academy grounds. Failure to do so will result in a refusal for access to the academy.
* Parents are expected to resolve their disputes and disagreement between each other and not expect the academy to mediate or take sides. In instances where the academy is asked for information about a parent, the academy will take legal advice and act accordingly.

At Mablethorpe Primary Academy, we take our responsibilities seriously and the welfare and safeguarding of all our children is at our heart. The Principal has the right to discontinue any of the above if it is viewed as significantly against the child's best interests or presenting a risk to the welfare and safety of our academy community.