

INFORMATION TO BE SHARED WITH PARENTS

Guidelines for parents' information session (25 to 30 minutes long) – usually after consultation with the school has taken place

Aim: to inform the parents about the programme, its aims and objectives, benefits, etc.

1. Start with an ice-breaker related to the programme, or an activity to demonstrate one or some of the programme's objectives.
2. Information to be given to parents should include the following:
 - Name and background to the programme (E.g. history, research done, success in other schools or areas, sponsorship, etc.)
 - Aims and objectives must be explained.
 - Nature of the programme (E.g. a literacy programme, focusing on reading or a life-skills programme, focusing more young men, etc.)
 - Duration of programme (how long the NGO is planning to offer the programme at a particular school).
 - In-school or after-school programme (explain)
 - Time (day/s and venues to be used)
 - Which learners will be involved (Grades, etc.)
 - A voluntary programme or not
 - Benefits for learners participating
 - Safety issues addressed
 - Letter of permission will be sent via the school for each parent/guardian to sign