

Family engagement implementation checklist

Secondary school leaders

2. Explore

Define the problem you want to solve and identify appropriate programs or practices to implement.

- Specify a tight area of focus for improvement that is amenable to change.
- Determine a program of activity based on existing evidence of what has – and hasn't – worked before.
- Examine the fit and feasibility of possible interventions to the school context.
- Make an adoption decision.

Checklist questions

Have you completed an audit of your school's approaches for engaging with families to support student learning?

- You can use AERO's [Promising approaches audit tool – secondary school leaders](#) for this. Research evidence shows promising approaches for engaging with families which can have a measurable positive effect on student learning outcomes. Primary schools should aim to strengthen their efforts in those areas.

Have you invited families into the conversation to understand their perceptions and needs?

Have you listened to a range of stakeholders, not just the families who are the most active?

- Have the perspectives of all/most families been canvassed?
- Have opportunities been culturally responsive and respectful, and inclusive of the diversity of the community?

Have you explored the evidence available and considered its feasibility in your context?

3. Prepare

Create a clear implementation plan, judge the readiness of the school to deliver that plan, then prepare staff and resources.

- Develop a clear, logical, and well-specified implementation plan.
- Assess the readiness of the school to deliver the implementation plan.
- Practically prepare; for example, train staff, develop infrastructure.

Checklist questions

Have the school leadership team designed a logical action plan as to how to work with families?

- Have you used AERO's [Promising approaches audit tool – secondary school leaders](#) to help determine priorities for an action plan?

Does everyone involved have a shared understanding of the action plan?

Have you developed a plan to capture feedback on the process?

