

Working in Partnership with Parents Policy.

Statement of Intent

We believe that parents are the most important people in a child's life and that they have a wealth of knowledge about their child's interests, behaviour, capabilities and skills.

We believe that a successful partnership needs to be a two way process requiring knowledge and information to be shared.

Aim

We aim to build a relationship with parents based on respecting each others views and valuing each others contributions.

Method

- We allocate a key person to each child, to ensure a continuous, trusting relationship between staff, parents/carers, and the child.
- We are committed to ongoing dialogue with parents to improve our knowledge of the needs of their children, and to support their families, through access to written and other forms of information and through regular informal communication.
- We operate an open door policy for parents/carers, to discuss their child's interests, development and well-being. If staff are unable to support or assist parents/carers with any issues, we will direct them to the appropriate agency or professional.
- We will invite parents to complete an assessment checklist about their child, when they register.
- We will produce a termly newsletter sharing with parents up and coming news and events, and planning.
- A parents' notice board is displayed showing general information, daily routine, children's current interests, session times, staff roles and responsibilities, any visitors/trips /special occasions, local community events, Ofsted contact details and local Family Information Service.
- We will invite parents to share special events with us.
- We encourage parents to join in, by having a rota for any parents/carers and extended family who want to help with a session.
- All information about St Lucia's Nursery will be shared through the prospectus and the

sessions.

- All policies are readily available in the entrance hall for all parents to read and copies are available on request.
- We will offer parents open afternoons to share with them the development and progress of their children.
- We will share all information in a positive manner and in a method that is appropriate to their needs e.g. written, verbal, sign etc.
- We involve parents in shared record keeping and actively encourage them to record their child's achievements within their home environment.
- We welcome and encourage parents to contribute their own skills to the Nursery environment and use their knowledge and interests to the advantage of the children.
- We inform parents of relevant workshops, conferences and training to enhance their knowledge and encourage them to contribute this knowledge to the setting.
- We consult parents about the time and venue of meetings to ensure that no one is excluded.
- We encourage parents to take an active part in the governance and management of the Nursery
- We inform all parents/carers of the correct procedure for registering queries, complaints or suggestions and ensure that these are dealt with as quickly as possible.
- We offer, **via the parent's rota** opportunities for parents to learn about the actual day to day running of the Nursery whilst keeping them informed of the current curriculum guidelines concerning young children's learning both in the setting and at home.

In compliance with the EYFS welfare requirements, the following documents are in place:

- Admissions policy
- Complaints procedure
- Record of complaints; and
- Activities provided for children.

This policy was adopted at a meeting of St. Lucia's Nursery Governing body

Held on 19/06/2017

Review date June 2018

Signed on behalf of the Governing body.....

Role.....

