



Partnership with Parents Policy

Date: July 2011

Review date: September 2012

Name of responsible person: Gaynor Brennan

Policy

At the Honey Pot Nursery we endeavour to build strong positive relationships with the parents and carers of all the children who attend our setting. To support this we provide information for parents on the policies and procedures of the setting in a variety of different formats. We take time to explain to parents what our policies mean and how we incorporate our ideals into our practice.

Questions are answered honestly and straightforwardly and we are always keen to hear what parents have to say about the work that we do. Parents are consulted on all issues that affect the welfare, wellbeing, learning and development of their children.

Arrangements are in place to ensure that the child's key person shares information about children's care, learning and development on a regular basis. An overview of the experiences and activities that the children are involved in is shared with parents to enable them to participate fully in their children's lives in the setting. Information about EYFS is clearly displayed and accessible to parents and weekly planning is clearly visible.

Parents are encouraged to look at their child's developmental record at regular intervals and opportunities are made to discuss progress on a regular basis. Any concerns that arise about a child's progress or behaviour are discussed fully with parents and plans made to address the issues identified.

The setting works in partnership with a wide range of professionals and organisations. Information, support and advice are freely available to parents who may wish to access these services. At the Honey Pot Nursery we create many different opportunities for parents to become involved in the work of the setting and greatly value the benefits these provide for children, parents and staff.

Procedures for informing parents:

Parent Welcome packs are distributed to all new parents providing information about the nursery, EYFS, funding and copies of policies including Parent Partnership, Admissions, Behaviour, Fees, Illness, Safeguarding Children, Accidents and Complaints are also included in the pack,

'Personal Pathway' records are maintained by staff and are available for parents to view at all times, in addition parents are invited to contribute their own observations to the record, the written parental record is filed with the 'PP' record. There are also twice yearly meetings for staff and parents where the record is discussed and progress reviewed.

Policies are included in parent packs and the complete Policy File is always available for parents to view.

'Key Person' evenings are organised offering parents the opportunity to informally meet their key worker and where new policies and procedures are available to view and discuss.

Where concerns have been raised then staff / parent meetings are arranged, concerns discussed and actions agreed. Subsequently there is regular review. Where appropriate other professionals are consulted and may be involved in these meetings. Where appropriate, support is offered to parents who need to liaise with other agencies.

A minimum of six Parent Newsletters are sent home each year.

There is a parent notice-board and a staff/parent notice board both of which convey information about EYFS and life in our nursery.

Staff are always available to speak to parents at dropping off and collection times.

September 2010 Parent Liaison Group

A team of three parents preferably representing babies, toddlers and pre-schoolers, will meet with the Senior Team once each term to discuss issues and concerns.

Parents views and ideas are always welcomed by staff and used to support the review, evaluation and development of our provision. A questionnaire will be distributed annually to ensure parental opinion is updated