

Les Enfants Nurseries

PARTNERSHIP WITH PARENTS POLICY

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PARTNERSHIP WITH PARENTS POLICY

Introduction

As an organisation we recognise that a child's parents/carers are their first and most important educators. We believe that children benefit the most when parents and staff work together in partnership to ensure quality care and learning for the children. The nursery team welcomes parents/carers as partners and this relationship needs to be built on trust and understanding.

Our aim

- To support parents/carers as their child's first and most important educator.
- To involve parents in the life of the nursery and their child's education.
- Work in partnership with parents/carers to provide an environment that supports and involves them in the work of the setting.
- Communicate with parents/carers to ensure clarity of purpose and enable the fullest possible understanding in respect of all nursery activities.
- Ensure parents/carers feel empowered, as concerns and ideas are listened to and auctioned.
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In order to meet our aim we will:

- Welcome and value all children and their families.
- Discuss any matters of concern at the relevant time.
- Ensure parents/carers are aware of and have access to the complaints procedure.
- Hold a parents/carers evening to meet with parents every 6 months.
- Send out monthly newsletters.
- Send daily sheets home each day detailing your child's day.
- Ensure parents/carers are aware that they have access to their child's development file.
- Ensure that parents/carers are able to access their child's development file.
- Ensure parents/carers are aware that they can discuss their child's progress and development at any time.
- Involve parents/carers in shared record keeping e.g. providing examples of how their child learns at home.
- Ensure parents/carers are aware that we welcome them as helpers e.g. on trips and other nursery activities.
- Respect the family's religious and cultural backgrounds and accommodate any special requirements wherever possible and practical to do so.
- Find out the needs and expectations of parents/carers through feedback e.g. questionnaires.
- Ensure parents/carers are advised about outings and visits by letter.
- Ensure that parents/carers are aware of policies/procedures for arrival/collections of children.
- Inform parents/carers of the organisation policies and procedures.
- Operate an open door policy.

We will:

- Ensure there is a system of communication.
- Ensure that information is accessible.
- Ensure up to date information is kept.
- Ensure up to date records of individual children's needs are kept.
- Ensure that consent forms completed.
- Ensure information on children is kept confidential and that all staff know this.
- Ensure that all staff/students/volunteers are aware of this policy.
- Ensure staff receives relevant training.
- Ensure parents are informed of this policy.