



## **Partnership with Parents Policy**

### **Policy Statement**

At Neston Pre-school Playgroup we believe that children benefit most from early years education and care when parents and settings work together in partnership.

Our aim is to support parents as their children's first and most important educators by involving them in their children's education and in the full life of the setting. We also aim to support parents in their own continuing education and personal development by advising on any relevant courses available to parents.

Some parents are less well represented in early years settings; these can include some fathers, parents who live apart from their children but who still play a part in their lives, as well as working parents. In carrying out the following procedures, we will ensure all parents are included.

When we refer to 'parents' we mean both mothers and fathers; these include both natural or birth parents as well as step-parents and parents who do not live with their children, but have contact with them and play a part in their lives. 'Parents' also include same sex parents and foster / adoptive parents.

The Children Act (1989) defines parental responsibility as 'all the rights, duties, powers, responsibilities and authority which by law a parent of a child has in relation to the child and his property'. (For a full explanation of who has parental responsibility, please refer to the Pre-school Learning Alliance Publication 'Safeguarding Children').

# 1. Procedures

In order to fulfil these aims:

- 1.1 We have a means to ensure all parents are included. That may mean we have different strategies for involving parents who work full time or parents who live apart from their children.
- 1.2 We consult with all parents to find out what works best for them.
- 1.3 We ensure ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families.
- 1.4 We inform all parents about how the setting is run and its policies through access to written information and through regular communication. We check to ensure parents understand the information that is offered to them.
- 1.5 We communicate with parents via email and ensure that paper copies are available for those who are not regular email users or who prefer to have a written copy.
- 1.6 We encourage and support parents to play an active part in the governance and management of the setting through being a member of the committee, or attending committee meetings and the AGM.
- 1.7 We inform all parents on a regular basis about their children's progress through regular summative assessments and daily contact.
- 1.8 We involve parents in the shared record keeping about their children – either formally or informally – and ensure parents have access to their children's Learning Journals.
- 1.9 We provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the setting in whatever form these may take, for example, by being a parent helper (please ask for more details and refer to our Parent Helper Leaflet) or coming in to give a talk or joining the committee.
- 1.10 We consult with parents about the times and venues of meetings to avoid excluding anyone and to ensure they are accessible and appropriate for all involved.
- 1.11 We provide information about opportunities to be involved in the setting in ways that are accessible to parents with basic skills needs or those for whom English is an additional language.
- 1.12 We inform all parents of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents have access to our written complaints procedure. These are accessible on our website or in a file in the foyer.

## 2. Concerns

Staff and the child's key person(s) are available at the beginning or end of sessions if parents have any concerns they would like to raise/discuss. Alternatively, parents can arrange an appointment to speak to staff at a time convenient to both parties.

In compliance with the 'Safeguarding and Welfare Requirements', the following documentation is in place:

- Admissions and Fees Policy
- Complaints Policy
- Record of Complaints
- Developmental records of children ('Learning Journals').

This policy was formulated in consultation with staff and the Management Committee of Neston Pre-school Playgroup and was formally adopted at a committee meeting held on 6 / 3 / 2017. This policy was reviewed and updated on 09/10/2018.

Signed on behalf of the Management Committee:

Print Name                      Helena Blamire-Brown

Role of Signatory              Chairperson

Date to be reviewed            March/April 2018