



Parent/Carer Involvement Policy

We believe that children benefit most from early years education and care when parent/carers and settings work together in partnership.

Aim

Our aim is to support parent/carers 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.

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

- Welcome the contributions of parent/carers, whatever form these may take.
- Provide opportunities for parent/carers to learn about the Pre-school curriculum.
- Involve parent/carers in shared record keeping about their children, both formally and informally, ensuring that parent/carers have access to all written records on their own children.
- Ensure parent/carers have the opportunity to discuss their child's progress with their Key Person or Pre-school Leader.
- Ensure that all parent/carers have opportunities to contribute from their own skills, knowledge and interests to the activities of the group.
- Make known to all parent/carers the system for registering queries, complaints or suggestions.
- Encourage parent/carers on an individual basis to play an active part in the management of the group.

The following documentation is available for parent/carers to see at any time during our sessions:-

- Activities/Planning
- Daily routine
- Staff information (Photograph's, names, qualifications and position within the team)
- Food and drink/menu
- Ofsted contact details for complaints

All of our Policies and procedures including:

- Lost child procedure
- Uncollected child procedure
- Complaints procedure
- Admissions policy
- Equality of opportunities policy
- Safeguarding children policy
- Health and safety policy
- Behaviour management policy

Signed: _____

Policy Date: _____

Review Date: _____