



PARENTAL INVOLVEMENT POLICY

Statement of Intent

We believe that children benefit most from pre-school education and care when parents and pre-schools work together in partnership creating a positive environment.

Our Aim

To support parents as their children's first and most important educators.

To involve parents in the life of the pre-school and their children's education.

To support parents in their own continuing education and personal development.

New Millside Pre-school is a Rights Respecting Early Years Setting and has the UN Convention on the Rights of Child at the heart of its core values. We prepare the community to recognise the universality of children's rights and to support the rights of other locally and globally and ensure we have strong arrangements for protecting children from all forms of abuse and harassment

Method

In order to fulfil these aims we offer;

- An open door policy
- 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 information and through regular informal communications, we inform all parents about how the group is run and its policies. We check to ensure parents understand the information which is given to them;
- We encourage and support parents to play an active part in the governance and management of the pre-school;
- We inform all parents on a regular basis about their children's progress; through both formal and informal parent days, a new starter evening a few weeks into the first ½ term
- We involve parents in the shared record keeping about their children – either formally or informally – and ensure parents have access to their children's written records;
- We provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the group;
- We inform parents about relevant conferences, workshops, meetings and training.
- We provide information about opportunities for being involved in the pre-school in ways which are accessible to parents with basic skills needs, or those for whom English is an additional language;
- We welcome the contributions of parents, in whatever form these may take;
- 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; and suggestion/complaints box on the outside wall of the pre-school;
- We provide opportunities for parents to learn about the pre-school curriculum and about young children's learning, in the pre-school and at home, through our newsletter and parents noticeboard
- Each child a child's key person, who gives parents/carer's and children with a vital link from the home to the pre-school. The keyworker will aid the child and the parent/carer in the settling in process and will monitor their key child's progress throughout the time they spend with us.

In compliance with National Standard 12, the following documentation is in place:

- Admissions policy;
- Complaints procedure, all complaints will be dealt with fairly & promptly
- Record of complaints; and
- Activities provided for children

Confidentiality

All personal information on children, parents/carer's and staff is kept in a lockable filing cabinet to which only authorised personnel have access.

Information will only be shared with the professionals directly involved with the child, parent/carer or staff member.