

## Partnership with Parents Policy



(Setting Name) recognises that parents/carers are the first educators of their children and our aim is to work in partnership with parents and carers in providing an environment that supports that and involves them in the work of the setting. **We will:**

- Inform all parents/carers about the setting, how it operates, opening times and policies and procedures through written information, parent notice boards and informal communication.
- Assign each child with a key person with whom the parents will have regular communication.
- Provide information on our fee structure, payment policy **and the Early Years Entitlement.**
- Provide all parents with access to our complaints procedure and we will ensure that any complaints are dealt with effectively in accordance with the complaints procedure.
- Keep parents/carers informed of activities by displaying the planning and themes, including information on the Early Years Foundation Stage.
- Provide opportunities for parents/carers to access information about the framework/activities offered in the setting and contribute to their child's learning in the setting and how they can be involved at home.
- Provide opportunities for parents/carers to contribute their own skills, knowledge and interest to the activities of the setting.
- Ensure all parents/carers are aware they can discuss their child's progress and development at any time.
- Involve parents/carers in the shared development record keeping about their child, either formally or informally and ensure they have access to their child's written learning and development records/daily diaries.
- Inform parents/carers through newsletters and letters of all news and developments within the setting and ensure that parents are aware that they are welcome to contribute in any way they feel able.
- Welcome suggestions and will actively seek parental views via parent questionnaires on a regular basis, therefore ensuring that we are meeting the needs of both children and families.
- Listen to all suggestions and acknowledge that children, parents and staff have the right to be consulted and be heard.
- Encourage parents/carers to become parent helpers participating in activities, visits or outings.
- Ensure parents/carers have access to their child's developmental records at any time and access to other records in line with the access to personal information procedure within the Confidentiality policy.



- Ensure all aspects of the child's achievements, experiences and friendships are shared and discussed with the parents. We welcome parents at any time to discuss their child's development and will hold parent events/evenings, half termly/ termly/ half yearly.

*This policy has been adopted by: (setting name)*

Signed on behalf of the setting by:

.....Chairperson/Owner (delete as appropriate)

..... Secretary/Manager (delete as appropriate)

Date:

Review Date:

