

Parent Partnership Policy and Procedure



Statement of intent

It is our intention to work in true partnership with parents and carers. As the EYFS Framework says, “Good parenting and high quality learning together provide the foundation children need to make the most of their abilities and talents as they grow up” It is therefore essential that parents/carers and practitioners work together to support the child to progress to their full potential and achieve against the Early Learning Goals, to ensure the child’s individual needs are met and that they are ready for school when they leave this setting. We believe that parents are an essential part of nursery life, as the child’s first teacher.

Parents are encouraged to be involved in nursery life through the nursery adopting an open-door policy, where parents can visit the nursery throughout the day to spend time with their child. The nursery has installed webcams to enable parents to virtually drop-in and see their children during the day. Parents can also arrive and collect their child at any time between the hours of their agreed sessions.

Aims

The aim of this procedure is to ensure that parents/carers and practitioners work in partnership to ensure that each child’s individual needs are met, and that each child reaches their full potential.

Methods

In order to develop and maintain a consistent and healthy partnership with parents, nursery practitioners will ensure the following procedure is followed:

- The nursery is a warm, welcoming environment where parents and practitioners can build strong relationships.
- Parents feel comfortable at nursery, and that staff are approachable to ensure that the parent and practitioner can provide excellent childcare, thereby meeting each child’s individual needs.
- The nursery employs a key person system that ensures each child has a nominated practitioner who has special responsibility for the child’s welfare, development and learning. The key person is the first point of contact for parents should they have any worries they would like to discuss or share, or any achievements or progress the child has made at home. There is a daily exchange of information between the parent and generally the key person at the beginning and end of the child’s day at nursery.
- The key person has the responsibility of overseeing your child’s care, by planning for children’s individual learning and development according to the child’s interest and developmental stage and ensuring all their welfare needs are met, they share and discuss children’s progress with the parents on a regular basis and encourage them to work with their child to support their learning through seeking their input at all times. These information exchanges are recorded in the scrap book inserts and more formally on reports.
- We also discuss children’s welfare and learning within a team meeting, which supports the key persons and best benefits your child.
- We will raise any concerns we have about your child’s progress and support you to get or get your permission for us to seek additional support/ speak directly to outside agencies/ relevant professionals.
- We will provide ensure a space/area for any discussions needed of a confidential nature.
- The Registration process encourages parental input and the key person will subsequently work with parents to obtain their knowledge and expertise of their child in order to plan

effectively for their learning and development. Key persons maintain the children's folders and ensure parents have access to their child's folder at any time.

- Children's scrap books are maintained each week and sent home to be shared with parents/carers at the end of the month with key learning achieved, new targets and ideas for home learning.
- We complete six monthly EYFS summary reports and hold parents' evenings, which provide parents with the opportunity to discuss their child's progress with their child's key person and to meet other parents. These evenings also provide an opportunity for parents who do not normally visit the nursery to meet key persons and other nursery practitioners. Of course, you can arrange to discuss your child's progress outside of these times, as necessary.
- We have a statutory requirement to assess and report a "Progress Check at age two". We will discuss when the best time to complete this is, so it informs the Healthy Child Programme health and development review at age two.
- Parents can share their skills/talents with the nursery team and children for instance, by being involved in activities such as story or music time with the children.
- All parents have access to the nursery's policies and procedures via folder in the office, or it can be provided on paper
- The nursery will when appropriate seek support for parents/carers where English is not their second language and where necessary, provide information in different formats.
- We will send newsletters regularly and hold meetings and send surveys, as necessary, to keep you informed with Nursery news and events. If we have had an Ofsted inspection, we will make copies of the report available to all parents of regularly attending children.
- A Complaints Procedure is in place to ensure any concerns and issues are investigated and dealt with appropriately. Complaints are logged and the Complaints Log is available for parents to see on request.

Our policy is that parents/carers and practitioners work together to support each child to progress to their full potential and to ensure each child's individual needs are met.

- All policies are reviewed at least annually. This policy was reviewed in November 2022 by Kayleigh Wadsworth
- This policy meets the EYFS Statutory Framework - Intro 1 and 3, 1.10, 2.5, 3.26 and 3.60., 3.74 & 3.75