

Parental Involvement

(Also see Volunteer Policy)

At Little Oaks we believe that children will benefit most from their time with us if we work in partnership with their parents or carers. To achieve the best outcomes for children we recognise it is essential to find effective ways of communicating with parents/carers and understand that different people will respond to different methods.

We make sure that we get to know each, individual family through a paired system involving a key person and buddy for each child attending. We have regular communication with parents/carers about the child to keep information up to date and to know of anything that may affect the child's well-being when they attend their sessions with us.

We value parents as children's primary educators and see our role as supporting and supplementing their role. The staff team welcome both fathers and mothers, other relations and other carers, including child minders, and people from all cultural, ethnic, religious and social groups, with and without disabilities.

We believe that it is therefore essential that we are approachable and supportive. In order to achieve this, we aim to:

- Meet with parents or carers prior to their child joining our setting in order to gain information on the child's needs, likes and dislikes.
- Inform all parents about how the setting is run and its policies using written information and by verbally checking that parents understand this information.
- Encourage and support any parent who wishes to play an active part in the running of the setting, e.g. by joining the committee or offering their time as a volunteer.
- Run information evenings for parents and carers which focus on the curriculum we offer and the underpinning ethos of Little Oaks.
- Hold committee meetings in the evenings to allow the maximum number of people to attend. Meetings will also be open to non committee members where appropriate.
- Actively encourage all parents or carers to stay for sessions to share their skills and interests.
- Regularly inform parents about their child's progress by means of termly meetings with the child's key person and more frequent verbal feedback.
- Actively encourage parents to contribute to their child's online journals and "next steps" and value their contributions. Parents are also encouraged to contribute by means of notes, photos, pictures etc. Each child's key person is responsible for ensuring their children's families understand the benefit of this 2-way exchange of information.
- Inform parents about training and development opportunities for them.
- Ensure all parents are aware of the complaints procedure.
- Ensure there is a system for parents to make suggestions as to the day to day running of the setting.
- Always appreciate that a parent or carer will know their child best.

See also Volunteer Policy.

This policy was adopted at a committee meeting held on.....

Signed on behalf of the committee.....

Role of signatory.....

Reviewed Feb 2012 Reviewed Feb 2013. Reviewed Jan 2014, reviewed Nov 14, Jan 15,
May 2015, April 2016, Updated Sep 16, reviewed Jan 17