



# JOHN WILKINSON NURSERY AND OUT OF SCHOOL HOURS PROVISION

## PARENTS AS PARTNERS

### STATEMENT OF INTENT

We believe that parents are the most important people in a child's life and that they have a wealth of knowledge about the child's interests, behaviours, capabilities and skills.

The staff believe that a successful partnership needs to be a two-way process requiring knowledge and information to be shared.

The relationship the staff at Nursery and After School Club hope to build with parents will be based on respecting each other and valuing each other's contributions.

### AIM

- To support parents as their child's first and most important educators.
- To involve parents in the life at Nursery and their child's education.
- To support parents in their own continuing education and personal development.

### METHODS

These aims are fulfilled by:-

#### Sharing Information

- Staff will listen carefully to parents concerns and experiences, and will share information in a positive manner.
- Parents will be offered a home visit, which is where their child's key person will be introduced. Through the key person approach we will ensure parents understand the information which is given to them
- Each child will have a "Learning Journey Book" which will be shared between home and the setting. Parents will be encouraged to add comments, photographs or pieces of their child's achievements to the book
- The Head Teacher will supply information about what's happening at nursery, and important dates
- A parent's notice board is displayed outside for parents to view.
- The staff at nursery will invite parents to share special events eg Christmas, Easter, Forest School events, Information Evenings
- All information about Nursery and After School Club will be shared through our Prospectus and New Parents Information Pack
- Policies are available for parents on our website
- All parents will be given a copy of "Parents as Partners" policy

- We will offer parents evenings twice a year to share their child's progress and development. Termly reports are also produced and shared following assessments.

### **A WELCOME ATMOSPHERE**

The Staff will greet all parents at the door with a smile and a personal hello at the start of the session. The Staff will encourage parents to come into the setting with their child and stay to settle them in. At the end of a session, a member of staff will greet each parent individually. The families key person will be available to give (at least one piece of) positive feedback about their child. If the key person is not available, then another member of staff will be able to pass this important feedback to the parents. If specific incidents need to be shared they will be within the framework of positive feedback as far as possible whilst being honest and accurate – any written account from the session will be shown to the parent – these incidents will be shared in a private place, where possible, and in a sensitive manner.

### **SUPPORTING PARENTS WITH A CHILD WHO HAS SPECIAL EDUCATIONAL NEEDS**

- At Nursery and After School Club we will approach all parents with sensitivity
- We will share all information with parents in an open, honest and transparent manner – when specific incidents need further discussion we will provide a comfortable private environment for this to take place. In our environment these meetings will probably take place at the end of session at 3.00pm
- Parents will be involved in agreeing and setting strategies for support in the setting and how they can continue with these strategies at home
- Parent's confidentiality will be respected at all times

In compliance with the Statutory Framework within the Early Years Foundation Stage (Welfare Requirements, Safeguarding and promoting children's welfare, Information and complaints), the following documentation is available for parents to see at any time during our sessions:

- Planning and activities
- Daily Routine
- Staff information (photograph's, names, qualifications and position within the team, working rota)
- Food and drink menu
- Ofsted contact details for complaints

As well as all of our Policies and Procedures including:

- Lost Child Procedure
- Uncollected Child Procedure
- Complaints Procedure
- Admissions Policy
- Equality of Opportunity Policy
- Safeguarding Children Policy
- Medication Policy and Procedure to include sickness and children who are infectious.
- Behaviour Management Policy

This policy will be reviewed in October 2022

Review date: October 2022