

Little Oaks Day Nursery

Parents/Carers as Partners Policy

The staff working at Little Oaks Day Nursery recognise that parents and carers are the first educators of their children. In recognising the role of parents and carers, nursery staff acknowledge the benefits of working in partnership with families, to ensure care and learning for the children.

On occasion, children attend other registered provision as well as the nursery and good communication between the nursery staff and other relevant providers will contribute towards the child's time at nursery being happy, settled and productive.

This policy identifies to parents and carers the commitment of the Little Oaks Day Nursery staff in involving them and any other registered provision their child attends fully in their child's development, learning and experiences. This will be achieved by ensuring that families are always kept fully informed of events and activities in the nursery, by sharing information with them, answering questions and addressing any concerns fully and by encouraging families to participate in the life of the nursery. Other registered providers will be invited to visit the nursery, particularly to attend parents evenings if families are in agreement, to share and exchange information relating to the child's interests and development and learning.

All staff working in the nursery will:

- Recognise that at all times they are accountable to the parents and carers of the children in their care and encourage parents to trust their judgement regarding their own child.
- Gather from parents and carers information which will aid their child settling at nursery.
- Share with the child's family, information about children's daily routines, the activities being planned and carried out.
- Inform parents and carers regularly of their child's progress and development, through parent's evenings and encouraging them to be a part of their Learning Journey Book.
- Encourage parents and carers to share any skills, interests and hobbies that might extend the children's experiences.
- Encourage parents and carers to share details of any other form of registered provision their child attends.
- Ensure that parents are aware of the nursery policies and procedures and that they are available at all times.
- Operate a key person system involving parents for open discussions and information sharing regarding nursery, home circumstances and individual needs.
- Inform all parents of the systems for registering queries and complaints or suggestions, and check that these systems are understood by parents.
- Provide opportunities for parents to learn about the Early Years Foundation Stage.

- Provide a written contract between the parents and the nursery regarding conditions of acceptance and arrangements for payment.
- Respect the family's religious and cultural backgrounds and accommodate any special requirements whenever possible and practical to do so.
- Find out the needs and expectations of the parents. These can be obtained through regular feedback via questionnaires, providing a suggestion system and encouraging parents to review working practices. These can then be evaluated by the nursery to promote practice, policy and staff deployment.