



## **Parental Involvement Policy**

Parents are a child's first and most enduring educators. Supporting parents' engagement in their children's learning is an effective way to make a difference to children's lives and outcomes. The aims of this policy are to support and enhance the development of the child and to respect, understand and value the contributions of the parent to the child's learning.

### **Before and During the Child's Entry into the Nursery**

Before the child starts at the setting the parents will be invited to bring them in for a settling in period this is usually taken place during parent and toddler sessions. During this session the parents can ask questions of the staff and be given the nursery welcome pack if not already received, which contains useful information relating to the setting. It is important to provide the parents with sufficient information about the setting before their child starts.

At the settling in visits the child's key worker will talk to the parent about the child and complete an 'All about me sheet' and continue to update these regulate to ascertain further information regarding any special needs, health or other issues relating to the child. Staff should, where possible, work with the parents to build up a holistic picture of the child and their interests.

### **Drop Off and Pick Up of Children**

On the child's arrival at the setting it is important to greet the parents and the child with a friendly smile. Exchange meaningful information that either the parents or the staff has about the child's day. Staff should, where possible, involve the parents in any changes of routine that may have occurred regarding the child.

### **Routines and Activities**

The Staff should value the home routines of the child as much as possible within the boundaries of the settings Health and Safety constraints and while guiding the child into the general routine of the setting.

Staff should keep the parents informed of any change in the child's routine at every opportunity. The parents should be encouraged by the Staff to become involved with setting & outside activities.

### **Information Transfer and Parent Engagement**

The parents should be able to gain access to information regarding activities and events through verbal discussions/meetings with the staff, daily dialogue via private parent messenger communication, the range of face book room pages, reports, planning boards in each room, displays around the nursery, signs situated on the door/ window as well as our website.

It is important to make sure that the staff are available to discuss any issue or problem that may arise. Staff should provide opportunities for the parents to discuss the child's progress. This is achieved through daily messenger photos/videos that communicate with parent's about children's learning and the child's well being whilst at nursery. It is important for the staff to remember to give positive information as well as any difficulties or problems the child may have had. Where appropriate the staff should gently guide the parents using advice based on the nursery practice, policies and professional training. Also where appropriate the staff should give support and help to the parents and provide information on outside organizations, sources of information or put them in touch with other parents allowing them to support each other.

We aim to involve parent's views as much as possible within our settings and have an 'open-door' policy for parents and daily messenger communication strategies.

### **Two year check (see 2 year old check policy)**

When a child is aged between 24 and 36 months, practitioners must agree a date to conduct the Two year check with parents to review progress in the prime areas of learning and development, and supply parents or carers with a short written summary of their child's development. The development and progress check at 24 - 36 months must identify any areas where the child's progress is less than expected, and should shape a targeted plan to support that child's future learning and development in the setting. This should be available to inform the Healthy Child Programme undertaken by health visitors.

If additional support is required in the area of special needs then the parent should be introduced to the SENDCO for further information and guidance as laid out in the Special Educational Needs & Disabilities Policy.



