



28. PARENTAL INVOLVEMENT POLICY

We believe that children benefit most from Early Years education and care when parents and Pre-School work together in partnership.

We want parents to feel welcome and involved from the beginning. We aim to develop an honest, open and supportive relationship in the following ways:

- Allowing new parents to share information about their child with staff ahead of their child's first day and meeting with their child's key person (by completing the 'Getting to know me form' and sharing of information form, if applicable).
- Arranging a meeting between a child's parents and key person after an agreed period to discuss how the child is settling in and for both parties to share any relevant information that may assist in the settling in process.
- Involving parents in shared record-keeping about their own child, both formally and informally, ensuring that parents have access to all records on their child (unless relevant exemptions apply). This must include the two compulsory assessments; '2 Year Progress Review' at 27-30 months and 'The Early Years Foundation Stage Profile'. Parents are actively encouraged to add their observations to their child's on-line learning journal through Tapestry.
- Ensuring that parents are given information on a regular basis about their child's progress. Parents have the opportunity to discuss any aspect of their child with a member of staff at the end of a session or at another appropriate time.
- We hold regular parent consultations to ensure all parents have an opportunity to discuss their child's progress. One is 6-8 weeks after the child's start date, a consultation in November and April and a school leaver's consultation in June/July. This is to give the parent's an opportunity to contribute to their child's summative assessment prior moving on to primary school.
- Giving parents regular opportunities to contribute to their child's profile through Tapestry. They are able to contribute their own photos and observations.
- Providing opportunities for parents to learn about the Pre-School and what is involved in their child's day.

- As a charity and a Committee run Pre-school parents are also encouraged to join the Pre-School's management committee, attend the AGM and any other relevant meetings and to help with fundraising activities.
- Ensuring that all parents have opportunities to contribute their own skills, knowledge and interests to the setting.
- Inviting parents to special events and trips.
- Making known to all parents the systems for registering queries, complaints or suggestions. See our 'Welcome letter' to parents when your child starts.

Date Reviewed	Updated	Next Review
	December 2015	December 2016
	July 2016	July 2017
November 2017		November 2018

Chair of the Committee's signature:

Supervisor's signature:

Deputy's signature:

Date: