

# Bambino Ltd

## Parental Involvement and Partnership Policy

Version	Date	Author	Comments
1.0	10/2008	Bambino Ltd	Initial release and adoption of policy
1.1	28/09/2011	Scott Roberts	Introduction of version control
1.2	20/11/2012	Scott Roberts	Annual Review: Small changes
1.3	23/01/2017	Heather Clark	Minor edits including the use of Tapestry

# Parental Involvement and Partnership Policy

We believe that children benefit most from nursery education and care when parents and the nursery work together in partnership.

## Our aim

- To support parents as their children's first and most important educators.
- To involve parents in the life of the nursery and their children's education.
- To support parents in their own continuing education and personal development.

## Method

In order to fulfil these aims:

- we are committed to ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families;
- through access to written information and through regular informal communication. We check to ensure parents understand the information which is given to them;
- we inform all parents on a regular basis about their children's progress;
- we involve parents in the shared record keeping about their children - either formally or informally - and ensure parents have access to their children's written records;
- we provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the nursery
- we inform parents about relevant conferences, workshops and training;
- we consult with parents about the times of meetings to avoid excluding anyone;
- we provide information about opportunities for being involved in the nursery in ways which are accessible to parents with basic skills needs, or those for whom English is an additional language;
- we hold meetings in venues which are accessible and appropriate for all;
- we welcome the contributions of parents, in whatever form these may take;
- we inform all parents of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents have access to our written complaints procedure; and

- we provide opportunities for parents to learn about the nursery curriculum and about young children's learning, both in the nursery and at home.

We also have the following systems in place:

- Daily record sheets available to all children on request recording nappies, sleeps, food portions etc.
- Parents are able to view their child's online journal at any time they wish to using their mobile phone, computer or tablet. This also enables parents to comment on observations and contribute to their child's journal.
- Keyperson system – each child in the nursery has their own keyperson who is responsible for completing observations and assessments on their group of children - any information about the child can also be shared directly between the parent/carer and their child's keyperson. It also helps the child to know they have their own particular member of staff to help and reassure them if need be.
- Newsletters are sent out on a regular basis informing both parents/carers about any relevant items/issues within/concerning the nursery.
- Parents' Evening – we hold Parents' Evenings twice a year.

The following documentation is in place:

- admissions policy;
- complaints procedure;
- record of complaints; and
- activities provided for children.

