



Partnership

4.2 Parental involvement

Policy Statement

We believe that children benefit most from early years education and care when parents and settings work together in partnership.

Our aim is to support parents as their children's first and most important educators by involving them in their children's education and that of the charity. We also aim to support parents in their own continuing education and personal development.

Some parents are less well represented in early years settings; these include fathers, parents who live apart from their children but who still play a part in their lives as well as working parents. In carrying out the following procedures, we will ensure all parents are included.

When we refer to 'parents' we mean both mothers and fathers; these include both natural or birth parents as well as step-parents and parents who do not live with their children, but have contact with them and play a part in their lives. 'Parents' also includes same sex parents as well as foster parents.

'Parental responsibility' is *all the rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his/her property.*

Procedures

- We have a means to ensure all parents are included – that may mean we have different strategies for involving fathers or parents who work or live apart from their children.
- We consult with all parents to find out what works best for them.
- We ensure ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families.
- We inform all parents about how it is run and its policies through access to written information and through regular informal communication. We check to ensure parents understand the information that is given to them.
- We encourage and support parents to play an active part in the governance and management and fundraising of the charity.
- 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 by emailing them weekly.
- We provide opportunities for parents to contribute their own skills, knowledge and interests to its activities.
- We inform parents about relevant conferences, workshops and training..
- We hold meetings in venues that 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.
- We provide opportunities for parents to learn about the curriculum offered at Bumblebee's and how this can be supported at home.
- We will obtain permission from parent/carer(s) for photographs to be taken of the child(ren).
- We will communicate with parent/carer(s) through a variety of media e.g daily communication, newsletters, display boards, website etc.

- Our staff will be available to discuss with parent/carer(s) any issues about their child's welfare before or after each session, or at other times subject to prior arrangement with a member of the team.

- We operate a 'key worker' system for exchanging information with parents/carers.
- Each term, we will ask parent/carer(s) to confirm or update their contact details held on the file at the centre.

In compliance with the Welfare Requirements, the following documentation is in place:

- Admissions policy.
- Complaints procedure.
- Record of complaints.
- Developmental records of children.

Other useful Pre-school Learning Alliance publications

- Child Protection Record (2007)
- Looking at Learning Together (2005)
- Summary Complaints Record (2006)

This Policy was adopted by The Bumblebee Children’s Charity on

Signed on behalf of the Management Committee

September 2015.....

September 2016.....

September 2017.....

September 2018.....

Name of signatory

Role of signatory