



# Partnership With Parents Policy

## Working in Partnership with Parents

We believe that children benefit most from early years care and education when parents and everyone at Millfield Nursery School work together in partnership. The two-way sharing of information is key to this and the nursery team welcomes parents as partners and this relationship needs to be built on trust and understanding. It is important that we, as practitioners, are able to support parents in an open and sensitive manner.

### Our policy is:

- During nursery hours we aim to be constantly available to parents/carers. All staff members liaise regularly with parents regarding their children and each child has a Key Person.
- We inform all parents about how the nursery is run and our operational policies through access to written information and through regular informal communication.
- The child information form allows a parent to put down any information specifically related to their child.
- Regular communication with parents, in the form of letters and a regular newsletter, keep them up-to-date with all relevant information concerning the nursery. Notices are also placed on a board where all parents have the opportunity to read relevant information relating to them and their child. Every parent is invited at least twice each year to a private appointment with the nursery owner/manager to discuss their child's development records and their achievements and progress at Millfield. We also operate an open door policy feeling it vital that parents can chat about their child at anytime. Parents are always welcome to access and/or contribute to their child's development records at any time.
- We provide opportunities for parents to learn about the Early Years Foundation Stage and about young children's learning in the nursery and how parents can share learning at home and where they can access further information
- We respect the family's religious and cultural backgrounds and beliefs and accommodate any special requirements wherever possible and practical to do so.
- We are receptive to reasonable requests and have a very positive attitude to all parents/carers.
- Parents are not asked to fundraise for the nursery as we consider that they pay fees for the sessions their child attends and this is sufficient. We do give parents the opportunity to become involved in Charitable fund raising – i.e. 'Children in Need' should they wish to do so.
- We welcome parents to contribute their own skills, knowledge and interests to the activities of the setting if they wish to be involved.
- The settling in process is according to our advice and the parents/carers' wishes, so that children increase their session times gradually. In the unlikely event of children not settling in, we suggest parents/carers delay starting their child for a further six months, to allow them to be a little older and to experience a fresh start.

- In compliance with The EYFS Statutory Framework, the following documentation is in place and available on our website for parents:
  - ✓ **Admissions, Arrival and Departure Policy, Equal Opportunities Policy and Safeguarding Children – Child Protection Policy;**
  - ✓ The staffing of the nursery;
  - ✓ Food and drink provided for the children;
  - ✓ Complaints procedure and records of any complaints;
  - ✓ Emergency procedures;
  - ✓ Activities provided for children and daily routine;
  - ✓ Details for contacting OFSTED.

Policy Reviewed  
**October 2014**