**Statement of intent:**

We believe that children benefit most from pre-school education and care when parents/carers/families and pre-schools work together in partnership.

**Aim:**

We aim to support parents/carers as their children’s first and most important educators by involving them in their children’s education and in the full life of the setting.

In order to do this:

* We are committed to ongoing dialogue with parents/carers to improve our knowledge of the needs of their children and to support the families. We achieve this through termly consultations, talking to families at collection and drop off times, sharing WOW moment, and more recently “my learning at home” sheets. These ensure that we work in partnership to share achievements and plan appropriate next steps.
* All parents/carers are kept informed about how the setting is run and its policies through access to written information and regular formal and informal communication.
* Our policies all hold a footer note to invite parents to add/suggest amendments to any policies. We also invite parents in to read policies when they are up for review.
* We encourage and support parents/carers to play an active part in the governance and management of the pre-school through the parent forum. We hold annual AGMs and encourage parents to help run family social events.
* Parents/carers have an open invitation to spend time in the pre-school as and when it suits them without prior appointment. We hold regular events such as “Books for Breakfast”. For families on the waiting list, or have given a space for the next intake we encourage them to come and spend time with us if they wish. Giving them extra time to help their child to settle in and start building relationships with the practitioners.
* We welcome all contributions from parents/carers, in whatever form these may take.
* We inform all parents/carers of the systems in place for registering queries, complaints or suggestions. In our monthly newsletters we remind parents where these folders are located and we copy comments from learning stories/feedback forms to demonstrate opinions of current parents.
* The Manager and Administrative team ensure emails are sent out to parents on the waiting list to acknowledge their application form, and then phone calls and letters to offer their child a place and the process in place to help them settle into pre-school.
* We provide opportunities for parents/carers to learn about the pre-school curriculum and about young children’s learning, in the pre-school and at home. This is achieved through regular parent consultations, informal chats, the parent’s board and social events. We have a learning at home board. Additionally home learning suggestions are on the tapestry learning journal. Wow moments are given out and celebrated with the children.
* As part of the pre-school’s ‘Unique Child’ work, the manager or deputy and child’s key worker will conduct a home visit prior to the child starting the pre-school. This will give them a chance to learn more about the child in their own setting. The home visits are normally planned to take place  at the start of  September Where children join the setting later during the year a home visit will also be planned prior to entry in consultation with parents/carers
* To further aid the settle in time, we invite the new children and their families into the setting in the summer term to meet their key person, other new families and get to know the setting and ask any questions before the home visit. At this time we also hand out Welcome Packs which again gives parents time to read the information and ask us questions on the home visits.

  See: SEND policy for parental involvement if your child has additional needs.

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