



Working in Partnership with Parents and Carers

Parents and carers are the first educators of their young children. The aim of the Playschool is to support their essential work, not to supplant them.

We will:

Make all new parents and carers aware of the group's systems and policies via our Website (polesdenlaceyplays.wix.com/plps), Welcome Pack, New Parents Evening and through the introductory visits undertaken with their child.

Make our policies available for parents and carers to read both in our Parent File (located in the Playschool cloakroom) and on the Playschool website (polesdenlaceyplays.wix.com/plps).

Ask parents and carers to sign a Parental Agreement and Privacy Notice prior to their child joining Playschool.

Ensure that parents and carers are informed about their child's progress by providing parent chats with their child's keyworker twice a year. Allow parents and carers to see their child's Profile file at anytime. Keyworkers will ensure that parents know they can discuss issues with them at any time.

Involve parents and carers in shared record keeping about their own child either formally or informally.

Inform parents and carers about the activities their children are involved in by:

- letting them know the themes being covered via the half termly Newsletter and email
- displaying daily session plans
- sending out weekly newsletters via ParentMail

Ensure that all parents and carers have opportunities to contribute from their own skills, knowledge and interests to the activities of the group.

Encourage parents and carers on an individual basis to play an active part in the management of the group via the Playschool Committee and their role is clearly explained to them.

Ensure that all parents and carers are fully informed about meetings and that these are held in venues which are accessible and appropriate for all.

Welcome the contributions of parents and carers, whatever form these may take.



Make known to all parents and carers the systems for registering queries, complaints or suggestions.

Ask for parental feedback and suggestions via our annual questionnaire.

Encourage parents and carers to learn more about Playschool by coming in to help as a parent helper. When parents and carers do come in as volunteers ensure they are informed as to how they can support the children in their activities. On arrival, provide volunteers with a short summary of some of the “do’s and dont’s of being a parent helper (e.g. not taking children to the toilet).

Ensure parents and carers are aware of the importance of confidentiality and privacy. Information that parents and carers learn about any child whilst they are helping in Playschool is to remain confidential.

Hold events which involve parents and carers e.g. Playschool trips, Christmas Play, Easter Show, Sponsored Trike ride, Summer Fair etc.

Provide opportunities for parents and carers to learn about the Playschool curriculum and about young children's learning, in our Playschool and at home.

Reviews

This policy is held on the Playschool’s Website (www.polesdenlaceyplayschool.co.uk) and in the policy folder in the cloak room. This policy will be reviewed periodically, as and when required.

This policy was adopted at a meeting of the Playschool Committee held on 3rd July 2006 and signed by Rowena Wilson on behalf of the Playschool.

This policy was reviewed and changes agreed at a committee meeting held on:

Date	Signed on behalf of the Playschool
11 th June 2008	Julia Close
15 th December 2009	Hayley Hamilton
14 th January 2013	Nichola Hooper, Chair of the Committee
13 th June 2016	Natasha Matthews, Chair of the Committee
11 th June 2018	Natasha Matthews, Chair of the Committee
10 th June 2021	Ellie Pragnell, Chair of the Committee