



## **Parental Involvement Policy**

We strongly believe that children benefit most from Early Years Education when parents and settings work together in partnership. We aim to support our parents as their child's first and most important educators, by fully involving them in our setting.

### **We will do this by:**

- Being committed to ongoing dialogue with our parents to improve our knowledge of their child's needs and to support the family better.
- Informing parents on a regular basis about their child's progress – both formally and informally.
- Informing all parents about how our setting is run, through sharing our policies and through our newsletters.
- Involving parents in shared record keeping, both formally and informally and ensuring parents have access at all times to their child's records, via Tapestry.
- Involving parents in the observation process, by encouraging observations from home, these will be added to the child's records on Tapestry and further our understanding of the child's development.
- Encouraging parents to use newsletters to advertise or seek help with childcare etc.
- Informing all parents of ways and means to register queries or concerns and ensure they are aware that there is access to our complaints procedure and our 'Record of Complaints' Book.
- Providing opportunities for parents to learn about our curriculum and routines.
- We will ensure that parents have ready access to all policies, terms and conditions.

At Windsor Kindergarten we will always be mindful of our professional responsibilities; we will be friendly and open with all whilst maintaining this professional standing. Team members should be very mindful they are not to contact families outside the usual work context. This includes non-direct contact such as telephone, via text message, email or on social networking sites, or direct contact in the form of meeting up, either in neutral places or in each other's homes.

**Policy Reviewed - August 2023**