

Parent/Carers Partnership Policy

We work within the Statutory Framework for the Early Years Foundation Stage (EYFS), published by the Department for Education (DfE) in March 2021, effective from September 2021

Links to:

Childcare Act 2006	Equality Act 2010
Children Act 2004	Freedom of Information Act 2000
Data Protection Act, 2018	Staff Policy - Social Media Policy
GDPR Policy	

The Nursery recognises that working in partnership with parents/ carers is of major value and importance to the Nursery in enabling it to provide a happy, caring and stable environment for young children and their parents. We aim to form a good relationship with parents so that information regarding their children (be it developmentally, social or health related) can be exchanged easily and comfortably by Nursery staff and parents. Merry go Round Day Nursery is aware that parents/ carers are first educators of their children.

The Nursery will:

- Involve parents in shared record keeping about their own child, both formally and informally, ensuring that parents have access to all written records on their own children in accordance with the Data Protection Act (2018).
- Ensure that parents are given information on a regular basis about their child's progress and have an opportunity to discuss it with Keyworkers. Children's Individual Learning Journeys are available on request if they do not have access the Tapestry online Service.
- Ensure parents are aware of Nursery routines/ procedures and are given all necessary documentation. Policies and Procedures are on display in all settings for parents to view at all times.
- Ensure that all parents have opportunities to contribute from their own skills, knowledge and interests to the activities of the group.
- Ensure that all new parents are aware of and can contribute to the group's systems and policies.
- Encourage parents on an individual basis to play an active part in the group.
- Ensure that all parents are fully informed about meetings, conferences, workshops and training by distributing termly newsletters and displaying posters of events.
- Consult with families about the times of meetings to avoid excluding anyone as best we can.
- Welcome the contribution of parents whatever form these may take. Parent suggestions are always welcome.
- Make known to all parents the systems for registering queries, complaints or suggestions. (See Complaints Policy)
- Provide opportunities for parents to learn about the EYFS and about young children's learning in the Nursery and at home. We have a parent information pack on view.
- Parents/ carers are encouraged to be pro-active in their child's learning. All parents/carers can seek support from any member of staff with regard to their child's well-being.
- Parents are invited to visit our website (www.merrygoroundnursery.co.uk), and 'like' our Facebook page (www.facebook.com/MerryGoRoundDayNursery/) for information about the nursery, local authority and local events within the community and city.

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- Parents/ carers are invited to contact us face to face, but we also have facility to be contacted electronically. No information about children is shared electronically, except via email where documents are always password protected and names/ dates of birth are never used either in the subject line or the email content.

Communication

Supervisors will ensure a verbal hand over is completed at the end of the child's session and any accident/ incident sheets are signed by the parent/ carer. Any printed literature will be given to each parent/ carer.

The nursery will take the parent/ carer email address during registration for the purposes of adding them to Tapestry so they can view and comment on their child's learning journey and upload information themselves. The email address is also kept for 'Information Tuesday' correspondence, a frequent email sent out containing nursery news, information, Local Authority bulletins, term dates and events. All email addresses are sent as BCC to ensure GDPR is adhered to.

In the event of nursery closure for any reason, staff will send out a message to all parents via Tapestry, attempt to make a phone call (where necessary) and emails will be sent out.

Adoption Date: 1st September 2020.

Signed:

Nm Orel

Annual Review

Reviewed 1st September 2021

Reviewed 1st September 2022

Reviewed 1st September 2023

Next review 1st September 2024