

St Helen's Pre-school Working in Partnership with Parents Policy

At St Helen's Pre-school we welcome the opportunity to work with parents and carers at all times and recognise the valuable role played by parents, carers and other family members in children's learning and development.

The Pre-school is committee run; all parents are made aware of the role of the committee and are invited to take an active role should they wish to do so. The committee aims to hold meetings in venues which are accessible and appropriate for all and adequate notice is given for the AGM. Information on regular committee meetings can be obtained from a committee member or from the Manager. All parents are informed of the date, time and venue for the AGM. The AGM and committee meetings are held in the evenings to make them as accessible as possible to the greatest number of parents.

Parents are welcome to attend pre-school sessions as parent helpers or to share interests, skills and knowledge with the children. Parents are also welcome to attend pre-school sessions in order to find out more about the curriculum and the running of the pre-school.

We work with the Early Years Foundation Stage Curriculum Guidance (EYFS) further information on this can be found at www.teachernet.gov.uk.

Parent/key person meetings are routinely scheduled each term with parents also being offered a meeting with child's keyworker approximately four weeks after their child starts at pre-school. This is an opportunity to share ideas about maintaining partnership and to gain information on WOW stars, children's profiles/diaries. It is also an opportunity to share information about other carers or settings that children spend time with. Parents can view their child's profiles/diaries at any time and are encouraged to contribute to these via WOW stars or other information from home. Due to the nature of the setting parent meetings take place during pre-school sessions, we offer as much flexibility with these as possible to make them accessible to the greatest number of parents. Regular parent/keyperson meetings take place in the main Hall to enable parents attending to see a pre-school session in action. If a greater degree of privacy is wanted or needed an alternative room is used.

At other times parents can make appointments to speak to either their child's key person, or the manager should they need to do so.

Parents are invited to respond to an annual questionnaire but are welcome to discuss the provision for their child, and offer suggestions, at any time

When children start pre-school we work with parents/carers to establish an appropriate settling in routine (see Settling In policy).

We welcome information from home which may be affecting a child and, again, we work with parents/carers to ensure that such factors are catered for, ensuring that the child continues to be settled at pre-school. Information from parents is treated as confidential and shared only as appropriate.

Parents wishing to make a complaint should refer to the complaints procedure.

Policy updated June 2015