



Parents and Carers as Partners

At Puss 'n' Boots Day Nursery we believe that parents and staff need to work close together to create a partnership team for the children to receive quality care and meet their child's individual needs. We welcome all parents as partners and share information with each other to establish trust and understanding. We will support all parents, communicate with them regularly and include them as an integral part of the care and nursery team within the nursery.

The key person system supports continual engagement with all parents and will always try to include parents to contribute towards their child's learning and development. Parents are asked to complete starting point tracker forms when their child starts Puss 'n' Boots Day nursery and they are kept informed of their child's progress and development. Parents are asked to support with their child's next steps at home. The key person system will ensure all practitioners are using effective strategies that support and match the child's individual needs.

Our policy is to:

- Welcome all parents to Puss 'n' Boots Day Nursery.
- Give parents confidence and to trust their own instincts regarding their child
- The office may be used as a place for confidential conversations with parents
- Nursery policies and procedures are available for parents at request and are all on our website to be read before signing the nursery parents agreement
- Maintain regular contact with parents to build a strong, secure and professional working relationship for their child
- Support parents with their parental skills and offer them any support, training or workshops they require
- Try to create opportunities for parents to talk to other adults in a supportive environment through parties, parent evenings etc.
- Keep parents informed with monthly calendars, newsletters, questionnaires, emails etc. about the range of activities and experiences the nursery are giving the children.
- Operating a key person system that establishes a close working relationship and supports two-way information sharing about the child's individual needs. The parent meets their child's key person at their first settling in session.
- Parent's evenings will be held at least twice a year. Inform parents regularly about their child's progress and involve them with record sharing. Giving the parents the opportunity to look through their child's development folder when they would like to.

- Encourage parents to take part in their home learning bags and complete observations which will be shared with the child's key person. Also parents are asked to share photographs, bring in any toys/activities that support the topic we are looking at in the nursery.
- Encourage parents to log in and view their child's observations on Tapestry (online learning journal). They can communicate with key person by leaving comments and can also find home learning activities.
- In the baby room, communication dairies are used to inform parents of their baby's day – sleep times, what they have eaten, what activity we they have taken part in etc. Parents in the baby room are asked to use the diary to communicate any messages, changes in routine etc.
- Consider and discuss all suggestions from parents concerning the care and early learning of their child and nursery operation
- Provide opportunities for parents to contribute their own skills, knowledge and interests within the setting which could enhanced the learning environment
- All parents are aware of our complaints procedure on our website
- Share with the parents about the Early Years Foundation Stage and how they can use it at home to support their child's learning
- Provide parents with a written Nursery Parent agreement which states how payment will be made
- Respect the family religious and cultural background and beliefs, give them any special requirements they may need and celebrate any important festivals within the nursery
- Inform parents how the nursery supports children with special educational needs and disabilities