



REGISTERED CHARITY NUMBER: 1015403

St Andrews School Site, Station Road, Congresbury, Bristol, BS49 5DX. Tel: 01934 707 262
<http://www.congresburypreschool.org.uk> email: congresburypreschool@aol.co.uk

PARENT INVOLVEMENT POLICY

Statement of Intent

We believe that children benefit most from Pre-school education and care when parents and Pre-schools work together in partnership. Our curriculum is based on the Revised Early Years Foundation Stage (EYFS) which encourages positive relationships with parents.

Aim

- To support parents as their children's first and most important educators.
- To involve parents in the life of Pre-school and in their children's education.
- To support parents in their own continuing education and personal development.

Method

In order to fulfil these aims:

- We are committed to on-going dialogue with parents to improve our knowledge of the needs of their children and to support their families.
- Through access to written information and through regular informal communication, we inform all parents about how the group is run and its policies. All policies are available for parents to read in the foyer, and parents are able to request copies. Each child has a pocket in the foyer for any relevant information. We produce a regular newsletter. We check to ensure that parents understand the information which is given to them.
- We welcome parents who want to stay and play at sessions. Any parent who wishes to stay and play will be asked to sign a Parent Helper Agreement before their first session. Any parent who wishes to help out more regularly, for example running library for us, will be asked to complete a DBS check.
- We encourage and support parents to play an active part in the governance and management of Pre-school, through Management, Fundraising and Gardening/Maintenance Committees.
- We inform all parents on a regular basis about their children's progress, and encourage them to look at the Learning Diaries with the key worker.
- We involve parents in the shared record keeping about their children – both formally and informally – and ensure that parents have access to their children's written records and Learning Diaries.
- We provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the group.
- We inform parents about relevant conferences, workshops and training, and invite them to Parent Information Evenings.

- We consult with parents about the times of these meetings in order to avoid excluding anyone.
- We provide information about opportunities for being involved in Pre-school in ways which are accessible to parents with basic skills needs, or those for whom English is an additional language.
- We hold meetings in venues which are accessible and appropriate for all.
- We welcome any communication regarding changes at home so that we can offer support to all children.
- We inform all parents of the systems for registering queries, complaints or suggestions and check to ensure that these are understood. All parents have access to our written complaints procedure.
- We provide opportunities for parents to learn about our Pre-school curriculum and about young children's learning, both at Pre-school and at home.

Please see also:

- Admissions Policy
- Complaints Policy
- Record of complaints
- Activities provided for children

This policy was agreed by the Management Committee on 26th April 2016

Signed on behalf of the Management Committee

Reviewed on (date) Signed

Reviewed on (date) Signed