

Parental involvement policy

Statement of Intent

As a charity largely run and staffed by parents, we are both committed to and dependant on the involvement of the parents and carers whose children attend the playgroup. We believe that children benefit most from early years education and care when parents and settings work together in partnership.

Aim

Our aim is to support parents who are their children's first and most important educators. We do this by involving them in their children's education and in the full life of the setting. We also aim to support parents in their own continuing education and personal development.

Method

In order to fulfil these aims we:

- 1 are committed to ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families. This is mainly done through our keyworker system, but we would invite all parents to talk to any member of staff or the committee. We aim to hold a coffee morning for parents around October half term with a live video link to the playgroup room, to allow parents to see how their children interact in the setting when they are not there.
- 2 inform all parents about how the setting is run and its policies through access to written information and through regular informal communication. We check to ensure parents understand the information that is given to them and ask them to sign our contract to demonstrate this;
- 3 encourage and support parents to play an active part in the governance and management of the setting by joining the committee or attending meetings, especially the AGM;
- 4 inform all parents on a regular basis about their children's progress by holding parental conferences in the Spring Term. Parents of children leaving at the end of the year will be given their child's keyworker folder at the end of June. For parents of the younger children returning the following year, there will be the opportunity of a further keyworker meeting during the first week of July.
- 5 We ensure parents have access to their children's written developmental records;
- 6 provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the setting;
- 7 invite parents/carers to attend the playgroup sessions as a 'parent helper'
- 8 provide information about opportunities to be involved in the setting in ways that are accessible to parents with basic skills needs, or those for whom English is an additional language;

- 9 hold meetings in venues that are accessible and appropriate for all;
- 10 welcome the contributions of parents, in whatever form these may take;
- 11 encourage parents/carers to take part in playgroup outings as these require a higher ratio of adults to children;
- 12 inform all parents of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents have access to our written complaints procedure; and
- 13 provide opportunities for parents to learn about the curriculum offered in the setting and about young children's learning, in the setting and at home.

In compliance with National Standard 12, the following documentation is in place:

- 1 admissions policy;
- 2 complaints procedure;
- 3 record of complaints; and
- 4 activities provided for children.

This policy was adopted at a meeting of Linton Granta Playgroup and Toddlers

Held on (date) 04/12/07

Signed on behalf of the Management Committee/Proprietor

Role of signatory (e.g. chairperson etc.)

To be reviewed on (date)

By Dec 08