

## Severn Beach Preschool

### Working in Partnership with Parents/Carers Policy

Severn Beach Preschool staff understand that parents/carers are the most important and most endearing educators of their children and as such it is very important for your child that we work together in partnership. This will give your child continuity of care.

We will endeavour to work closely with you in order to carry out your wishes for your child wherever we can. It is therefore important that we have regular contact and communicate well.

We have a set of policies and procedures which you will need to read, agree to and sign to say you are happy with them. We also have a set of permissions for you sign.

From reading our policies you will see that we have a Complaints Policy and procedure should you wish to air your concerns, we have a confidentiality policy which should reassure you that we will keep the information you share with us confidential (Unless we feel there is a child protection issue, in which case we must follow the correct procedures set out in our Child Protection Policy). We have a whole set of policies which come under the broad umbrella of 'Safeguarding' and these set out how we strive to keep your child safe at all times.

We will try to inform you verbally at the end of each day/session how your child has been and what they have been doing but with so many children this is often quite difficult. We have a board out on the wall showing information about key plans for the week and our parents only Facebook page is updated almost daily to show you what the children have been doing.

We will also be sharing your child's learning journal so that we can work together to meet the needs of your child. It is a legal requirement of the EYFS (Early Years Foundation Stage) that we observe your child at play, assess their learning and plan for their individual needs taking into account their interests.

We use the Tapestry Learning Journal system. This is an online service and more information will be shared with parents on admission about how this system works.

By working together and following the EYFS guidelines we can give your child the best possible start in life. We also carry out a mandatory 2 year old progress check.

As your child grows and develops issues will crop up that are very important for us to discuss in order that we can work together. These could include pottling training, managing behaviour and starting school.

We also keep parents informed of upcoming events via a parent's only Facebook page.

If at any time you wish to discuss anything about your child please feel free to do so, just ask for a convenient time to be set aside so we can concentrate on our conversation with minimal interruption. Every child will be assigned a Key Person and they are generally the best person to talk to but you can also talk to Cathie, the Manager or Debbie the Deputy Manager.

Above all our aim is to keep your child safe, make them feel valued and welcome in our preschool and give them the best possible start in life that we can by working together with you to meet their individual needs.