

Partnership with Parents Policy

Busy Bees recognises that working in partnership with parents is a major value of importance to the nursery/club in enabling it to provide a happy, caring and stable environment for the children and their parents. We aim to form a good relationship with the parents so that the nursery staff and the parents can exchange information regarding their children easily and comfortably.

Below shows a list in which we will try to achieve a strong working relationship with parents.

- 1) The nursery manager (Lorna Barker) or key person is always available for discussions with parents. Arrangements can be made for more private discussions at an agreed time.*
- 2) Information provided by parents about their children will be kept confidential and treated on a strict need to know basis.*
- 3) Information regarding the children's activities throughout the day is always available to parents on a daily basis either by verbal communication or in the child's own folder/record chart, and the A boards outside each classroom.*
- 4) Activity/project plans will be on show in the nursery for parents to view.*
- 5) Regular newsletters will be issued to keep parents up to date with information about the nursery, new developments, outings and staff changes.*
- 6) If we have any concerns about a child's well being during the day every effort will be made to contact the parents or their emergency contact .*
- 7) When possible, to further encourage the child's development, parents will be asked to send in objects from home i.e. photographs – boxes, for topic/project work.*
- 8) Parents are requested to keep us informed of any changes to personal circumstances, which may have an effect on the child. E.G. change of address, telephone numbers, and medical conditions.*
- 9) Parents/ carers will be invited to attend meetings to discuss their child's development.*

*This policy was adopted by the managers and staff, and updated on 5th April 2018
Signed on behalf of Busy Bees Nursery School*

“Our setting is committed to safeguarding and promoting the welfare of children, young people and adults within our setting and expects everybody working within the setting to share this commitment”.