



SEVENOAKS DAY NURSERY

Parental involvement policy

We believe that children benefit most when parents and the Nursery work together in partnership. In this policy, references to parents include guardians.

Our aim

Our aim is to support parents, who are the first and most important educators of their children, by involving them in the full life of the Nursery. We believe it is essential to try and build close and trusting relationships with those who use our Nursery.

Method

In order to fulfil these aims we:

- have a range of methods to ensure all parents are included. That may mean we have different strategies for involving parents who work or live apart from their children where this is requested;
- consult with all parents to find out what works best for them;
- are committed to ongoing dialogue with parents to improve our knowledge of the needs of their children. In addition, during the settling in period for all new children we seek proactive dialogue with parents to get to know the children;
- are committed to setting aside time with parents to discuss their queries, concerns and suggestions regarding their children or the Nursery;
- inform all parents about how the Nursery is run and its policies through access to written information and through regular informal communication;
- encourage and support parents to play an active part in the Nursery through fundraising and social activities;
- inform all parents on a regular basis about their children's progress;
- ensure parents have access to their children's project work and access to their children's written developmental records on request;
- provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the Nursery;
- inform parents about any meetings, social events or other events going on within the Nursery through the use of the notice boards, letters and newsletters;
- encourage the parents' group to meet at least once a year to discuss fund raising activities, social events and any other items of importance within the Nursery. Parents are informed of the date of this meeting well in advance to ensure as wide participation as possible;

- provide information to all parents about opportunities to be involved in the Nursery. We will ensure that this information is accessible to parents with basic skills needs, or those whose English is an additional language, where this need has been highlighted to us;
- hold meetings in venues that are accessible and appropriate for all;
- welcome the contributions of parents, in whatever form these may take;
- inform all parents of the systems for registering queries, complaints or suggestions by providing them with copies of our Admission and Complaints policies. We ask parents to sign an acknowledgement that these are understood;
- provide opportunities for parents to learn about the curriculum offered in the Nursery, and about their children's learning in the Nursery and at home.

This policy was adopted at a meeting of the Trustees of Sevenoaks Day Nursery in December 2010 and amended in March 2021.

A handwritten signature in black ink, appearing to read 'Susan Dreksler', with a long horizontal stroke extending to the right.

Susan Dreksler
Chair