

PARENTAL INVOLVEMENT POLICY

The aim of the group is to support parents as their children's first educators by involving them in their children's education and within the setting. We also aim to support parents in their own continuing education and personal development. We are a parent committee administered group and parents are important to the existence of the playgroup.

We aim to:

- Inform all parents about how the setting is run and how they can contribute to policies through access to written information, newsletters, leaflets, and our website and through regular informal communication.
- Encourage and support parents to play an active part in the governance and management of the setting through our parent committee.
- Inform all parents on a regular basis about their children's progress (formally at least twice a year through parent open days);
- Involve parents in the shared record keeping about their children - formally and informally - and ensure parents have access to their children's written developmental records and regular updates throughout the term.
- Provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the setting;
- Inform parents about relevant conferences, workshops and training, we have a parent's board above children's coat rack where the information is displayed.
- Consult with parents/committee officers about the times of meetings to avoid excluding anyone.
- 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;
- Hold meetings at playgroup that are accessible and at times that are appropriate for parents.
- Welcome the contributions of parents, in whatever form these may take.
- Inform all parents of the systems for registering queries, complaints or suggestions on registration of their child, display complaints procedure on parent board and send out regularly updates through newsletters etc. All parents have access to the complaints procedure.
- Provide opportunities for parents to learn about the curriculum offered in the setting.

The following documentation is in place:

- admissions policy;
- complaints procedure;
- record of complaints; and
- Developmental records of the children.
- Written and displayed daily planned activities.

This policy was adopted at a meeting of Jack and Jill Playgroup held on:

Signed on behalf of the pre-school:

CHAIRPERSON

Safeguarding and Welfare Requirement: Information and Records