

PARENTAL INVOLVEMENT AND SETTLING IN POLICY and PROCEDURE

Bluebelle Nursery recognises the importance of parental involvement in their child's development. To facilitate this we will give adults the confidence and opportunity to make the best use of their knowledge and resources by:

- parents/carers will be encouraged to visit the provision with their child before registering
- prior to a child starting parents are fully informed of the policies and procedure of the provision including their statement of purpose and operational plan
- parents will provide the provision, prior to child starting, a comprehensive and detailed account of the needs and preferences of their child
- every effort will be made to provide translation services or interpreters, as needed for parents/carers whose first language is not that of the provision
- offer a flexible approach to all parents/carers during their child's settling in period
- new parents/carers will be welcomed and helped to become familiar with the day to day routine of the provision and good practice
- parents/carers will be encouraged to participate in the provision 's activities, to learn about the pre- school curriculum and the importance of play in the child's development both in the provision and at home
- all contributions of all parents/carers will be welcomed, whatever form these might take, they will have opportunities to contribute their skills, knowledge and interest
- all parents/carers will be encouraged to discuss the progress of their child formally or informally
- parents have the right to access their child's records
- all parents/carers will be notified about meetings and relevant training, these will be held at various times and venues
- all parents/carers will be made aware of how any queries, compliments complaints or suggestions can be made
- all parents/carers will be given the opportunity to talk and discuss personal matters relating to their child, in confidence and in privacy, on a daily basis if required
- parents/carers will be given the opportunity to purchase Wales PPA publications and Small Talk
- parents/carers will be encouraged to play an active part in the management of a community provision and a role in the democratic decision making of Wales PPA.

SETTLING CHILDREN INTO THE PROVISION

- all children's individual needs will be taken into consideration when settling into a provision
- children will be permitted to bring comfort toys etc. to the provision
- parents will be encouraged to accompany their child to the provision for initial visits prior to starting
- arrangements may be made for parents to leave him/her initially for short periods and gradually extending to the full session when s/he is ready
- the provision will work in partnership with parent/carers during settling in period.

Signed: Date:.....