

APPLE TREE DAY NURSERY

PARENTAL INVOLVEMENT

The Nursery endeavours to involve parents in the care and education of their children at all times.

At the point of admission the parents and Carers are given the opportunity to share appropriate information with the Nursery Supervisor and the child's key worker to ensure that the child's individual needs are being met. This information is recorded both on the child's admission form and on an individual Homelink sheet that will allow staff to refer to and up-date when required. Parents are requested to notify the child's key worker of any relevant changes as and when they happen. Parents are requested to formally complete and up-date a shared learning goals sheet for their child every half term.

Parents are informed on a daily basis of the activities the child has taken part in, the food they have eaten, sleeps, nappy changes and any significant behaviour through homelink sheets that they will be given to take home with them. Parents are also encouraged to share information with their child's key worker at the beginning and end of each session. If a parent requires to speak to a key worker on a more formal basis then they are encouraged to arrange a time for a private meeting.

The nursery provides opportunities on several occasions throughout the year to provide parents with information on their child's development progress (LEARNING JOURNEYS) These take place in scheduled appointment times.

All parents must sign a form if they are not prepared for their child to take part in any observations on their child during their time spent at the Nursery during the day.

Review date; 1.1.2016

