



Registered Charity No. 1023849

Parental Involvement Policy

We believe that children benefit most from pre-school education and care when parents and pre-school work together.

Aim

- . To support parents as their child's first and most important educators
- . To involve parents in the life of the pre-school and their child's education
- . To support parent's in their parenting skills and personal development
- . To ensure that we communicate with parents so as to improve our knowledge of the needs of their child and support their families

Method

- . Through welcome mornings, written letters, email communication and parent's evenings, we inform parent's about how the pre-school is run, its policies and information about the EYFS, directing them to the 'Foundation Years' website.
- . Through newsletters we inform parents about what our focus is for each half term and important dates for their diaries.
- . At the end of every session parents are informed about what activities their child has taken part in via a written note on a white board that is hung on the top of the ramp outside. Planning is displayed in the cloakroom and parents are directed to this during the welcome meetings and parent's evenings.
- . We work closely with parents as we collate evidence and write their child's 2-year assessment.
- . The Pre-school Manager tracks each child's progress once every term and then plans 'next steps' with the child's key person after consulting with the parents.
- . We involve parents in the shared record keeping about their child-both formally and informally-and ensure that they know about their child's electronic learning journey and that they can look at it and add to it at any time.
- . We welcome the contributions of all parents in whatever forms these may take and provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the group, providing them with information about how they can become involved in our parent helper booklet.
- . We send out a questionnaire to parents at the end of each academic year asking what they feel our strengths and weaknesses are. We use this information to support our action plans.

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Bollinbrook Pre-school, Abbey Road, Macclesfield, SK10 3AT Tel: 01625 403130

. New parents meet their child's key person at a welcome morning before their child starts. Parents are presented with a Welcome Pack, which contains a prospectus and a summary of our most important policies, including the Safeguarding Policy.

. We encourage parents to play an active part in the governance and management of the Pre-school and a welcoming letter from the current chairperson is included in the welcome pack. A member of the committee always attends the welcome morning and introduces himself/herself to the new parents, explaining their role in the running of the pre-school.

. Minutes of committee meetings and contact details of the committee are displayed in the cloakroom.

. We acknowledge that some parents might be 'hard to reach' and strive to build up a relationship with them. This includes planning meetings after the end of the working day and home visits, if appropriate, and being aware that not all parents can access information and communication on-line.

. All our policies are kept in a file in the parent's corner of the cloakroom and parents are regularly reminded of this.

. Ofsted's telephone number and address are clearly displayed in the cloakroom if parents wish to contact them regarding the provision at pre-school.

This policy was adopted at a meeting of

name of setting

Held on

_____ (date)

Date to be reviewed

_____ (date)

Signed

Name of signatory

Role of signatory (e.g. chair/owner)