Working in Partnership with Parents Policy

We recognise the prime role that parents play in the upbringing of their children and need as much parental input as possible. You as a parent know your child best and we will listen to your advice etc. where your child is concerned.   
There will be a written contract with parents, which sets out the expectations of both parties as to the care of the child and the business arrangements. We also ask parents to complete a section entitled “All about me” so that we have a good picture of your child before they start.   
Children will only be released from our care to the individuals named by the parent.   
Respect will be shown for family's traditions and childcare practices plus the service that we offer will run harmoniously as possible with your own values, wishes and beliefs. If you wish us to incorporate a special activity into our routine, perhaps a festival or religious holiday that you celebrate please let us know.   
Communication is very important to us. When we accept a new family into our setting, we hope that we'll be able to share any concerns or questions that may arise. We welcome anything that has a positive outcome on a child in our care. When you drop your child off if you could inform us of anything that might affect their settling that day e.g. poor sleep, teething etc that will allow us to better meet their needs.   
Once a day we like to have a brief review where appropriate with parents to make them aware of any changes to their child (developmental and behavioural) and also their child’s general progress this is generally just a quick 5-minute chat when your child is collected.   
We undertake observation of the children and use these to create a personalised plan for your child. We find children change so fast that whilst these are all discussed at the contract commencement the regular updates to next steps enables us all to stay up to date and you as parents can keep us informed of anything that may not be recorded.   
You are free to telephone us any time between 07:30 and 20:00. If you do call during the day, please be aware that we may be out or we could be busy with the children and not in a position to answer easily. However, just leave a message on the answer phone and we will call you back as soon as possible.   
We would also appreciate it if you could inform me if there are any changes to contact numbers for yourselves, including work and mobile numbers and those of your emergency contacts.   
As your child grows and develops issues will crop up that are very important for us to discuss in order that we can work together and your wishes be incorporated into my care routine for your child. These could include weaning, potting training, managing behaviour, starting (pre-)school etc.   
If I have any concerns about your child's behaviour, development, eating etc I will share them with you and if necessary work with you to seek support from outside agencies.

It may be necessary to record our conversations. All data will be held in line with GDPR regulations (please see sperate policy)