

**SUNNY SKIES NURSERY**  
**POLICY FOR OUR PARTNERSHIP WITH PARENTS/CARERS (POL5) [v.3] rev. 08/15**

Parents and carers are children's first educators, and know them best of all. When we work together, the results will have a positive impact on children's development and learning. We believe that all families are important and are welcomed and valued in our Nursery.

A successful partnership is based on mutual trust and respect, open communication and a sharing of information, knowledge and expertise. We will endeavour to achieve this through:

- Our 'Open Door' policy. We are contactable at any time of the day, and the team are available during handover periods at the start and end of the sessions
- Written information in the form of:
  - Our prospectus
  - Application and Registration Forms
  - Parent/Carer Handbook
  - 0-2 and 2-3 'My Day' Books
  - 3-5 'My Week' Book
  - 'Info Point' situated in the Entrance Hall where full copies of our Policies and Procedures, Comments Book and Complaints Procedure can be found , Menus, Routines, Staffing and other fixed information will be displayed
  - 'Hot Spots' Noticeboard, also in the Entrance Hall, for all current information such as topics, activities, events, meetings
  - Newsletters
  - Our page on the school's website
  - Routine Children's Progress Reports [termly]
  - Children's Progress Check at aged 2
- Visits to our Nursery for:
  - Pre-start experience, for families to meet their key worker and become familiar with the environment
  - Parent's/Carer's Evenings
  - Open Hours/Days
  - Other events
- Providing opportunities for parents/carers to contribute their own skills, knowledge and interests
- Providing information about any relevant services, workshops and training
- Providing regular opportunities for parents/carers to comment on the service
- Being open to providing information in whatever form suits our parents/carers needs e.g. other languages, larger print

**HELPING CHILDREN ACHIEVE MORE**

This policy forms part of our commitment to partnership working, Positive Relationships and the Unique Child