



BERKHAMPSTEAD DAY NURSERY

PARTNERSHIP POLICY

1. Working in partnership with other agencies

Policy Statement

We work in partnership with local and national agencies to promote the well-being of all children.

Procedures

- We work in partnership or in tandem with, local and national agencies to promote the well-being of children.
- Procedures are in place for sharing of information about children and families with other agencies. These are set out in the Safeguarding Children procedures and the Special Educational Needs and Disabilities Procedures.
- Information shared by other agencies with us is regarded as third party information. This is also kept in confidence and is not shared without consent from that agency.
- When working in partnership with staff from other agencies, we make those individuals welcome in the setting and their professional roles are respected.
- We follow the protocols for working with agencies, for example on safeguarding.
- Staff from other agencies do not have unsupervised access to the child they are visiting in the setting and do not have access to any other child or children during their visit.
- Our staff do not casually share information or seek informal advice about any named child/family.
- When necessary, we consult with local and national agencies who offer a wealth of advice and information that help us develop understanding of issues facing us and who can provide support and information for parents. For example, ethnic/cultural organisations, drug/alcohol agencies, welfare rights advisors or organisations promoting childcare and education, or adult education.

Partnership

2. Parental involvement

Policy Statement

Berkhampstead Day Nursery believes that children benefit most from Early Years education and care, when parents and settings work together in partnership. This partnership provides a happy, secure environment for the children and a supportive atmosphere in which children can be left.

Our aim is to support parents as their children's first and most important carers. We involve them in their children's education and in the full life of the setting. We aim to be responsive to the needs of the individual parents.

When we refer to 'parents' we mean both mothers and fathers; these include both natural or birth parents as well as step-parents and parents who do not live with their children, but have contact with them and play a part in their lives. 'Parents' also includes same sex parents as well as foster parents.

Procedures

- We have a means to ensure that all parents are included – that may mean we have different strategies for involving fathers or parents who work or live apart from their children.
- We consult with all parents to find out what works best for them.
- We ensure an on-going dialogue with parents to improve our knowledge of the needs of their children and to support their families.
- We inform all parents about how the setting is run and its policies, through access to written information and through regular informal communication. We check to ensure that parents understand the information that is given to them.
- We inform all parents on a regular basis about their children's progress.
- We involve parents in the shared record keeping about their children - either formally or informally - and ensure parents have access to their children's written developmental records.
- We generate confidence and encourage parents to trust their own instincts and judgement regarding their own child.
- We welcome nursing mothers and will make available a private area whenever needed to offer space and privacy.

- We provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the setting.
- We inform parents about Information Evenings verbally and also via newsletters and notices that we display around the Nursery.
- We hold meetings and Parents' Evenings that are accessible and appropriate for all.
- We welcome the contributions of parents, in whatever form these may take.
- We inform all parents of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents have access to our written complaints procedure.
- We provide opportunities for parents to learn about the curriculum offered in our Nursery.

Policy reviewed – April 2017

Policy to be next reviewed – April 2018