Partnership with Parents Policy

Here at Pomfret Woodland Community Nursery we pride ourselves on our fantastic relationship with our parents and carers. The nursery is led and managed by parents, staff and the community. Parents can represent on the board of directors so they can have a real say in how the nursery is run and the provision it provides.

From the first time we meet or even speak to a parent or carer, we like to let them know about as much of the nursery life as possible. We like to ensure we know each parent's name and that they know our names, creating a relaxed, friendly, welcoming environment. We believe that parents need to be able to trust us for them to feel comfortable in leaving their children in our care and strive to achieve this.

From the moment a parent enters our nursery, they are greeted by and welcomed by one of our senior members of staff. In our sign in area, we display things such menu's, staff training and useful contacts and information along with some of our policies and procedures.

As you walk into nursery you will see our theme is quite neutral, which we believe to be visually restful and provide a sense of calm and tranquillity during our busy days.

We don't like to bombard parents with paperwork and endless streams of literature to read but we do feel it's important to keep our parents updated on everything regarding their child. We have recently introduced a secure online platform called Ovivio Educational. Through Ovivio you can track and understand your child's learning more effectively and build strong, trusting parent partnerships where you as a parent can contribute by sending in your own observations and photos from home that we can build on this learning at nursery. As well as invoices, billing information, newsletters, messaging platform, requesting additional sessions or adding your child's holidays all one place.

On induction parents receive a first initial letter which contains registration, funding forms and a little information about your child's room they will be enrolled in. A month before they're due a further letter will be sent out to share your child's key worker, date and times of visits and all about me form which give's staff an idea of how you

help your child transition. Policies and procedures are displayed in nursery and available on request. If a parent wishes for more information about a policy or procedure, we will get them a copy for them to read at their leisure.

Children in Bumble Bees [baby area] each complete a daily diary via the parent app which records the day's events from nappy changing and sleep times to a summary of the exciting things they have experienced that day.

In Butterflies and Ladybirds, a staff member will verbally exchange information with the parents on a daily basis, however for those missed conversations the parent app can be used via the room's tablet to share any information needed.

We spend a lot of time planning, observing and creating learning opportunities for the children in our care and feel it is important for our parents to be aware of what we are doing with their children and why we are doing it. Each child's learning journey will be documented on the parent app and sent directly to the parent for them to view. Our expectation of recording for each child is 1 to 2 a week, however some day's/weeks are busier than others and we ask parents to be mindful that some days/week's they may not receive an observation of their child.

To ensure parents are fully aware of their child's progress and development we hold parents' evening's twice a year and termly written reports to share all the lovely achievements the children have made and allow parents the chance to ask any questions or put forward ideas in a more formal way. Parents are also able to access their child's next steps and what they have achieved so far. We also carry out a formal progress check between the ages of 2 and 3 which we discuss and share with parents.

All the staff fully understand and value the contribution parents make to their child's learning and development and respect them as the child's 'main and consistent educator. The staff are actively encouraged to attend training courses, relating to partnership with parents and are kept up to date in all current practices and new ideas.

The staff are friendly and approachable and we always make time available to talk to parents about their children and any other problem they may be faced with.

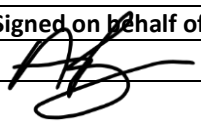
Having a key person system ensures consistency in the exchange of information and provides parents with someone they can confide in or turn to, but on an occasion your child's key person isn't available then another member of the team will be able to support you during their absence. Each member of our team make a conscious effort to no each of the children enrolled, familiarise themselves with their needs, their family and their routine of the day.

We like to encourage our parents to be part of everything we do at nursery especially the fun stuff. Things such as Christmas concerts, outings and fundraising events are always advertised with the welcome of parental involvement where needed.

In nursery we create bags for children to take home and do with their families, these are changed termly in line with what we are exploring that term but along side those we have story sacks, bags designed for EAL families and school ready bags for those children soon to be attending school.

We welcome constructive feedback and compliments from all, as these help us to recognise good practice and continuously improve what we do. If you would like to share your feedback directly, you may contact the Directosr via email at directors@pomfretwoodlandsnursery.com

We value each parent and child as an individual and understand that it is the parents who are the main educators of their children; we are merely working alongside them to support this learning.

This policy was adopted on	Signed on behalf of the nursery	Date for review
03.09.2026		*03.09.2027*