

## **Partnership with Parents Policy**

Crèche Cois Laoi recognises and values parents as the first educators of their children. The service is committed to being open, inclusive, welcoming, accepting, and respectful of all parents using the service.

### **Aims**

We aim to create positive partnerships with parents by:

1. Providing parents with an information booklet of the service and making them fully aware of how the service operates.
2. Making copies of the services written policies, available to all parents.
3. Holding open days for new parents.
4. Facilitating regular crèche committee meetings
5. Ensuring a brief daily exchange of information with each parent regarding their child.
6. Providing a notice board for current information, leaflets, health board information etc.
7. Provide a monthly newsletter.
8. Valuing parents individually and ensuring opportunities for them to contribute to the services activities and outings, in whatever form this may take.
9. Parents are asked to complete a contract form provided, regarding their child who will be attending the service. This enables staff to work with each child and help provide a positive experience.
10. The crèche operates an open door policy and invites parents to drop into the service at any time during the hours of operation, to observe or exchange information about their children with the staff.
11. Providing opportunities and time for parents to talk individually with staff/management on:
  - Childs progress and observation records.
  - A joint strategy on behaviour management.
  - Setting realistic goals for their child.
  - Changes in the family home.
  - Difficulties or concerns
  - Suggestions for the service

Crèche Cois Laoi provides parents with many opportunities to voice their opinions, concerns, comments and compliments.

How we do this -

- Management will always make time to discuss any concerns with parents or families.
- Parents are invited to annual meetings with their children's key worker to discuss their children's progress.
- A complaint / compliments form is available on request.
- A suggestion leaflet is provided to parents on request from the office; to contribute any ideas that they may have that will benefit the service.
- A Crèche Committee is in place with Student and Staff parent representatives where policy issues can be addressed.

*(Reviewed and Updated December 2009)*