Under Fives Roundabout

Parental Involvement Policy

Policy No: 4.4

Last reviewed: October 2025

To be reviewed by: September 2026

Responsible member of staff: Samantha Capes **Date:** 02/10/2025

Responsible member of Committee: Sam Minnaar**...** **Date:** 24.11.25

Parental involvement policy

Statement of intent

We believe that children benefit most from early years education and care when families and settings work together in partnership.

Aim

- To support parents as their children's first and most important educators.
- To involve parents in the life of the Pre-School and their children's education.
- To support parents in their own continuing education and personal development.
- To communicate with a child's other carers, such as childminders and other settings.

Procedures

We welcome contributions from all our families.

- We are committed to ongoing dialogue with families to improve our knowledge of the needs of their children and to support their families. We achieve this through written information and through regular informal communication (e.g. Tapestry, e-mail, teams/on-line meetings, our website, internal and external noticeboards). We inform all families and care providers about how the Pre-School is run and its policies. We check to ensure families understand the information which is given to them.

- We encourage and support families to play an active part in the governance and management of the Pre-School by joining the committee or 'sub-committees' such as fundraising groups for specific events.

- We keep caregivers informed on a regular basis about their children's progress (both verbally and keeping the childrens' online Tapestry journals regularly updated). We also provide consultations on request to keep our families updated.

- We invite parents to contribute their own skills, knowledge and interests to the group by inviting them to provide activities in areas of their own specialities and visit the setting throughout the year.

- We inform parents about relevant conferences, workshops and training which are available to them (via posters, leaflets, noticeboards and email).

- We provide information about opportunities for being involved in the Pre-School in ways which are inclusive to all families, taking into account any access needs or where English is an additional language etc.

- We hold meetings in venues which are accessible and appropriate for all.

- We inform all families of the systems for registering queries, complaints or suggestions

and check to ensure these are understood. All families have access to our written complaints procedure.

- We provide opportunities for families to learn about the Early Years Foundation Stage and about young children's learning, in the Pre-School and at home.

- We promote communication between settings and childminders should a child attend more than one setting (with advance permissions from the caregivers).