

## Clutton Playgroup

### Parental involvement policy

We believe that children benefit most from pre-school education and care when the parents or carers and playgroup works together in partnership.



#### Aim

We aim to work in partnership by:

- Supporting parents and carers as their children's first and most important educators.
- Involving parents and carers in the life of the playgroup and their children's education.
- Supporting parents and carers in their own continuing education and personal development.

In order to achieve this aim, we operate the following procedure:

- Through access to written information and through regular informal communication, we inform all parents and carers about how the group is run and its policies. We check to ensure parents and carers understand the information which is given to them.
- We are committed to ongoing dialogue with parents and carers to improve our knowledge of the needs of their children and to support their families.
- We encourage and support parents and carers to play an active part in the governance and management of the pre-school. Clutton Playgroup is a community group with charitable status and a management committee is elected from the parents at the AGM held in October. Clutton Playgroup relies on support from parents and carers to operate this committee.
- We request support from parents and carers for a number of fund raising events. The funds from these events are required to supplement the group's finances and ensure the fees remain at their low level.
- We rely on parents/carers helping in the group on a regular basis. This is about one session per half term. We realise this may not be feasible for all parents and carers. Grandparents and child minders are equally welcome.
- We inform all parents and carers on a regular basis about their children's progress.

- We involve parents and carers in the shared record keeping about their children, either formally or informally, and ensure parents and carers have access to their children's written records.
- We provide opportunities for parents and carers to contribute their own skills, knowledge and interests to the activities of the group.
- We inform parents and carers about relevant conferences, workshops and training.
- We consult with parents and carers about the times of meetings to avoid excluding anyone.
- We provide information about opportunities for being involved in the playgroup in ways which are accessible to parents and carers with basic skills needs, or those for whom English is an additional language.
- We hold meetings in venues which are accessible and appropriate for all.
- We welcome the contributions of parents and carers, in whatever form these may take.
- We inform all parents and carers of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents and carers have access to our written complaints procedure.
- We provide opportunities for parents and carers to learn about the pre-school curriculum and about young children's learning, in the Playgroup and at home.
- We inform parents and carers of the role of a child's key worker.

In compliance with the EYFS (Early Years Foundation Stage) the following documentation is in place:

- admissions policy
- record of complaints; and
- activities provided for children.

Policy adopted by the Clutton Playgroup Management Committee.

Signed ..... Date .....

Chair of Clutton Playgroup Management Committee