

# Section 1 The Learning and Development Requirements

Practitioners must consider the individual needs, interest, and stage of development of each child in their care

## Oakwood Nursery Partnership with Parents and Carers Policy

We believe that effective communication with you is essential to good childcare practice. Parents and carers who entrust their children's care to others need to know that our policy is one of openness and accessibility at all times.

Good communication ensures that you retain a sense of being fully involved in your child's life experiences.

Effective communication recognises differences and the need to interact in a variety of ways.

### **Communicating with Parents and Carers of children aged 6 months - 3 yrs.**

Children in this age group are limited in their ability to verbalise their needs, wants and feelings. They are likely to be experiencing their first real separation from their family. In addition, children in this age group are in the process of significant developmental changes. Without effective communication, you may be denied information about their children's important milestones.

Therefore we will endeavor to provide the following:

- ❖ Settling in visits to enable you to meet us and have an opportunity to introduce your child. During these visits, you will be encouraged to stay with your child as long as you choose. You will also be supported in practicing leaving your child for increasing periods of time.
- ❖ As part of our settling in procedure you will be asked to complete an Admissions Form, which will provide us with the necessary information about your child's routines and their specific likes or dislikes.
- ❖ During the settling in period you will be introduced to your child's key worker whose role it is to act as a link person. You will be assured that all staff members are to support you and your child.
- ❖ Your child will be allocated a daily diary, which we will complete and will contain information about your child's mood, sleep routine, food and drink intake, bowel and bladder activity and an overall view of the day. You will also be encouraged to add any information to the diary that you feel is relevant to keep the staff/ key person informed.

- ❖ The key person will complete care and development reports and Learning Journeys.
- ❖ Staff will be available either in person or via telephone at any time during the day. On the rare occasion that staff were not immediately available an appointment would be agreed as close to this time as possible.

### **Communicating with Parents and Carers of children from 3yrs +**

The majority of children in this age group enjoy telling others about their experiences. Therefore, it is essential to encourage your child to tell staff about their lives at home and to tell you about their day at Nursery. However, children in this age group are likely only to talk about the things that interest them the most. Staff need to continue communicating effectively with you to ensure that you are kept informed of your child's development. Children in this age group are also in the process of preparing to move into infant school. During this period your child will attend the school Nursery class. We need to hold in mind that you and your child may need additional support during this period. The nursery class information pack will be available to you upon request.

Therefore, we will endeavor to provide the following:

- ❖ Settling in visits to enable you to meet us and have an opportunity to introduce your child. During these visits, you will be encouraged to stay with your child as long as you choose. You will also be supported in practicing leaving your child for increasing periods of time. Visits to the Nursery Class will also be arranged during this transition period.
- ❖ Staff will be available either in person or via telephone at any time during the day. On the rare occasion that staff were not immediately available an appointment would be agreed as close to this time as possible.

### **Additional ways of Communicating with Parents and Carers**

- ❖ A notice board clearly visible in the entrance of the Foundation Village will carry general information, such as support groups, special activities and benefits advice.
- ❖ Chalk boards in the foyer.
- ❖ OFSTED reports will be available on request to you or you can access the OFSTED website for this information when it becomes available.

- ❖ Letters will be sent out informing you of any planned outings or activities and inviting you to attend.

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