

Dunlop Early Childhood Centre
Partnerships with Parents/Carers Policy



Introduction

As parents/carers are a child's main educators, it is important that they play a major role in their young child's learning alongside Dunlop ECC staff team. Parents will be encouraged to work with Dunlop ECC staff for the development and learning of their child, although we do appreciate work and family commitments may impact on ability to do so.

Communication will be informed and mutually supportive as we appreciate the consultation process helps to garner trust and confidence and reduce misunderstandings and conflict. At Dunlop ECC, we always welcome and create opportunities for discussions about pupil achievements and next steps.

It is our aim

- To encourage parents/carers to become active partners of Dunlop ECC.
- To establish and maintain an open communication system between Dunlop ECC and parents/carers, this includes information shared face to face informal or formal dialogues, parent/carer display board, parent/carer language and communication board, Dunlop ECC blog, letters, leaflets and via the app.

It is our objective

- To schedule formal parent/carer and Early Learning and Childcare Practitioner meetings twice per year, both meetings are 20 minutes each.
- To communicate with parent/carers ongoing throughout the year to keep fully informed of all aspects of the ECC and the children's progress.
- To involve parents/carers in the daily life of Dunlop ECC.

Methodology

Dunlop ECC staff will always welcome and actively encourage parents/carers to be involved in the important task of supporting and developing their child's educational and holistic development. Parent/carers who regularly visit the ECC should have a PVG check completed from Disclosure Scotland and any visitor, who is staying in the building, will sign the Visitors' Book and wear a Visitor Badge during the visit.

Throughout the year, Dunlop ECC staff will involve parents/carers through

- Formal parent/carer and Early Learning and Childcare Practitioner meetings twice per year, this is in November and May and during session time although we are always flexible as we appreciate working parents cannot always meet the appointed times. This is a time for reflecting on individual progress and setting targets appropriate for age and stage of development.
- Parents/carers will also be kept informed about their child's learning throughout the year as the Pupil Learning Profiles are always available to look at throughout the year.
- Parents/carers have the opportunity to keep informed about any issues arising through informal chats with Dunlop ECC staff at the beginning or end of the session.
- We will keep parents informed of the daily life of Dunlop ECC through the parent/carer notice board, this includes latest newsletters; names of visitors/students, stay and play sessions, dates for diary, snacks for the week and any special requests. This information is also shared via the parent app.
- Planning is displayed on the Learning Wall at the entrance to Dunlop ECC, this includes the context of learning and children's planned skills based learning experiences.
- Dates for the year are set and shared via a letter home, on the noticeboard and via the app. We always set the diary in advance to allow plenty of notice for parents to organise their working diary.
- In order for our pupils to learn about the world away from Dunlop ECC, we seek and rely on the support of parents/carers to accompany on trips and outings.
- Parent/carer opinion is also sought via the Question of the Month display board and we always respond to views, suggestions and opinions.
- Parent/carer views are sought as part of our commitment to Quality Assurance and evaluation of service via the Annual Parent/Care Questionnaire as this allows us to develop the service we offer to parents/carers and the children. Parent/carer responses are always collated and shared with all stakeholders.
- Parents with interesting jobs, special interests or talents are encouraged to share their experiences with our children during the session, this includes playing musical instruments or speaking different languages.
- We encourage parents/carers to Stay and Play and see what the children are learning at Dunlop ECC, we have nine dates throughout the year to allow opportunities for parents to attend.

- We encourage parents/carers to offer their services to Dunlop ECC events in a variety of ways throughout the year
 - Open Evenings
 - Open parent/carer 'Book Bug' sessions
 - Commenting in the children's pupil Learning Books
 - Inclusion in school social events
 - Helping at Dunlop ECC events and fundraisers
 - Parent/carer and visitor evaluation feedback slips to be completed after helping out during outings, events etc.
 - Parent/carer workshops (STEM Month)
 - Invited to attend Dunlop ECC Moving On celebration prior to summer holidays and transition to P1
 - Parents/carers transition meeting for children moving into P1
 - Welcome meeting for new starts to Dunlop ECC.

As parents/carers are the first educators of their children, we ask them to complete an All About Me home/setting transition document when their child first starts at Dunlop ECC. We also gather information from parents/carers to ascertain pupil needs, this includes medicine, allergies, likes and interests etc. This information allows us to plan appropriately and Get It Right for Every Child from the outset.

We believe wholeheartedly in working in partnership with parents and we welcome all opportunities to develop and enhance these experiences. We are always open to suggestions on how we can improve these working relationships.