Holy Family Nursery Class

Participation Policy

Vision

Holy Family Nursery Class actively encourage the participation of all service users in the life of our nursery.

Children’s rights

Article 12 of the Convention on the Rights of the Child states that children have the right to participate in decision-making processes that may be relevant in their lives and to influence decisions taken in their regard—within the family, the nursery or the community. It recognizes the potential of children to enrich decision-making processes, to share perspectives and to participate as citizens and actors of change. The practical meaning of children's right to participation must be considered in each and every matter concerning children.

The nursery aims to:-

* Provide a flexible service.
* Provide a happy, welcoming and secure environment.
* Provide an environment, which stimulates and encourages learning and opportunities for all.
* Provide an environment that promotes self-worth.
* Foster links with the community.
* Reflects the four capacities of a Curriculum for Excellence – Responsible Citizens, Confident Individuals, Successful Learners, and Effective Contributors.

How do we do this?

* Children have a key worker who will be available to answer questions and offer support.
* Children are involved in planning appropriate learning experiences and opportunities.
* Children’s SWAY are available to all parents. Children have regular access to them.
* Consultation with children takes place through the use of mind mapping, informal discussions and group times.
* Children are invited to visit the nursery prior to admission.
* Parents complete the first section of their child’s Personal Plans before they begin nursery, this will be added to in partnership throughout the year.
* Children’s work is arranged around the nursery on various displays to show appreciation of their work.
* Regular reviews of children’s needs are coordinated as required.
* All parents are welcome to visit the nursery at any time.
* We follow NLC's admissions policy
* Staff are responsive to the needs of individual families.
* Enrolment days ensure that parents are fully informed of the nursery routine.
* There is a settling in period when parents are consulted about their child’s dietary needs, routines and care.
* A copy of the nursery handbook is provided to every parent.
* Parents are kept informed of all activities/ events through a variety of methods such as letters, newsletters, Parents’ Notice Boards and Twitter account.
* Formal Parent’s meetings are held with the child’s key worker throughout the year.
* Informal parents meetings are held throughout the year.
* Various Parents’ Notice Boards are displayed and updated regularly.
* Nursery Questionnaires are carried out at least twice a year.
* Parent’s suggestions are always welcome and a response given.
* Parent’s comments are encouraged in the children’s Learning Journals.
* Visits as necessary from ELCAT, Occupational Therapy, Physiotherapy, Psychological Services, Community Nurse and Public Health Nurse.
* Visits from the Oral Health Coordinator.
* Visits are organised on a regular basis to the library, shops or places of educational interest associated with the children’s current learning.
* The nursery responds to questionnaires and comments from all service users. These are used to inform future improvements.

Enrolment Procedures

Our procedures are common to other North Lanarkshire Nursery settings. Once the children have been allocated a nursery place, they will be invited to enrol at nursery. During the visit we will have the opportunity to discuss the nursery routine, complete paperwork and answer any questions.

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