Little Disciples Childcare

Parental Involvement Policy

"Caring for children, supporting parents, and sparking imaginations – where quality, affordability, and excitement meet!"

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Version	Date	Changes Made	Author	Approved By	Next Review Date
1.0	September 2023	Initial Release for Provider changes	S. Gocher	A. Stephens	Annually – September 2024
2.0	October 2024	Policy Review	S. Gocher	A. Stephens	Annually – October 2025
1.1	January 2025	Minor amendments – Pg numbers and Document Control	S. Gocher	A. Stephens	Annually – October 2025

Policy Statement

At Little Disciples Childcare, we are committed to providing a seamless and cohesive approach to childcare across all our services. This policy and procedure apply equally to both our Nursery Plus provision and our Breakfast, Afterschool, and Holiday Club services. This integrated framework ensures consistent standards of care, safety, and quality across all aspects of our provision, fostering a supportive and nurturing environment for every child in our care.

Little Disciples Childcare - Parent, Carer, and Family Involvement Policy

Purpose

At Little Disciples Childcare, we believe that involving parents, carers, and families is essential in providing a supportive, high-quality childcare environment. This policy outlines our commitment to building strong partnerships that support the children's play, development, and well-being while fostering a welcoming and inclusive community.

Aims

- To establish open and regular communication with parents, carers, and families.
- To promote active involvement in the childcare setting and their child's development.
- To foster a positive, inclusive environment where families feel valued and respected.
- To work collaboratively with families to meet each child's individual needs.
- To provide opportunities for parents, carers, and families to engage with the wider community through events, feedback, and joint activities.

Policy Statement

Little Disciples Childcare values the role of parents, carers, and families as primary carers. We recognise that children benefit when their families are involved in all aspects of their childcare experience. We commit to maintaining an open-door policy and creating meaningful opportunities for collaboration and engagement with families.

Methods of Involvement

Communication

Daily Communication: We maintain daily contact with parents/carers through communication books for children attending multiple sessions, offering details about activities, food intake, and toileting progress.

Newsletters: We provide regular newsletters for updates on activities, events, staffing, and other news relevant to breakfast club, afterschool club, nursery plus, and holiday club.

Parent Portal: An online platform where families can access important notices, policy updates, and event information.

Feedback Forms: Annual feedback forms allow families to share their thoughts and suggestions.
Engagement in Learning and Development

Activity Feedback: Children can complete a child-friendly feedback form using visual indicators to indicate their enjoyment of activities, allowing parents to engage with their child's interests and development.

Encouraging Parent and Family Participation

Volunteering: We welcome family members who wish to volunteer for activities or special events, such as seasonal celebrations or outings.

Events and Celebrations: We host regular events, including family days, community gatherings, and cultural celebrations, to foster a sense of belonging and community.

Parent Committee: Parents can join our advisory committee to provide input on setting policies, program development, and improvements.

Supporting Parents to Enable Involvement

Little Disciples Childcare recognises that parents and carers may face challenges that impact their ability to engage. We strive to provide the support they need to become active participants, which may include:

Flexible Involvement Options: Offering opportunities to participate in various ways, such as virtual meetings, weekend events, or roles that suit different schedules and comfort levels.
Translation and Interpretation Services: Providing resources or interpreters where needed to overcome language barriers, ensuring all families can engage fully in meetings, events, and communications.
Access to Resources: Sharing information on community resources such as transportation, childcare options for siblings, and financial support where necessary to enable attendance at events or meetings.
Inclusive Environment: Ensuring all family members feel welcome, valued, and respected, with staff trained to support and accommodate different cultural, social, and economic backgrounds.

Support for Family Well-being

Community Resources: We connect families with local resources, such as health, nutrition, and mental well-being support services.
Open Door Policy: We encourage open communication with our staff, allowing families to voice concerns, ask questions, and seek guidance regarding their child's development or any family-related issues.

Feedback and Evaluation

We regularly seek feedback from families to improve our services and practices. All feedback is reviewed and used to inform future planning and policies.

We conduct annual reviews of this policy to ensure it remains relevant and responsive to the needs of families within our setting.

Responsibilities

Staff: All staff members are responsible for promoting family involvement and ensuring open communication.
Management: The management team oversees the implementation of this policy, ensuring that opportunities for family involvement are embedded in the setting's operations.
Parents and Carers: We ask parents and carers to communicate openly with staff, participate in activities as they are able, and support their child's engagement in the setting.
Review of the Policy

This policy will be reviewed annually or as needed to respond to feedback or changes in regulatory requirements. All families will be notified of updates, and the latest version will be available through the parent portal and upon request.