***Parental Involvement***

*Parents are the first educators of their young children. The aim of Westgate Pre-school Ltd is to support their essential work, and we will:*

* *Encourage the regular exchange of information about their child between carers and key-workers.*
* *Encourage parents to take active roles in fund-raising, management and administration of the pre-school if they wish.*
* *Make all new parents aware of the group’s systems and policies through direct communication with staff and the parent representatives.*
* *Ensure that parents are informed on a regular basis about their child's progress.*
* *Ensure that all parents have opportunities to contribute from their own skills, knowledge and interests to the activities of the group, if they wish.*
* *Involve parents in shared record keeping about their own child either formally or informally.*
* *Ensure that all parents are fully informed about meetings, conferences, workshops and training.*
* *Consult with families about the times of meetings to avoid excluding anyone.*
* *Hold meetings in venues, which are accessible and appropriate for all.*
* *Welcome the contributions from parents, whatever form these may take.*
* *Make known to all parents the systems for registering queries, complaints or suggestions.*
* *Provides opportunities for parents to learn about the pre-school curriculum and about young children's learning, in pre-school and at home.*

*This policy was reviewed by Westgate Pre-school Ltd, October 2018*

*Signed on behalf of Westgate Pre-school Ltd …………………………………………..………*

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*Review Date October 2019*