

# WHITEHEAD PRIMARY SCHOOL NURSERY UNIT

## PARENTAL INVOLVEMENT POLICY

### RATIONALE

It is recognised that parents and guardians are the primary carers and educators of their children. As such, the staff in Whitehead Nursery Unit believe we have a vital role in building and maintaining effective partnerships with parents during this crucial stage in their children's education and development.

### AIMS & OBJECTIVES

We aim to ensure that all children have a happy and easy transition from home and other preschool setting/s by building upon previous learning experiences and, in doing so, promoting social, emotional, physical and cognitive development during their time in Nursery.

Our objectives are outlined below.

- All aspects pertaining to the daily running of Nursery will be outlined to parents prior to their children commencing, encouraging a consistent and continuous approach e.g. expectations of behaviour, timekeeping etc.
- Parents will be made aware of the aims and principles of Nursery education, its importance to the all-round development of their child and their role in promoting and reinforcing this.
- Sound working relationships built on trust and confidence will be established and maintained between parents and Nursery staff.
- Parents and staff will regard each other as partners in the children's care and education.
- Parents will always be made to feel welcome in Nursery and staff will be available when issues arise and require discussion.
- Effective communication will ensure that information about a child's progress and achievement is passed on to parents informally on a day-to-day basis and by way of individual parent-teacher consultations.
- Monthly newsletters will be sent home, detailing topics and themes being focussed upon, with the aim of parents reinforcing at home the specific learning taking place in Nursery.
- Parents will be encouraged to play as wide a role as possible in the life of the Nursery under the guidance of the Nursery teacher and assistants.
- A parent help rota will be operated to allow parents the opportunity to work with individuals/groups of children, read stories, help with preparation of materials etc.  
It must be noted that ALL parents/guardians wishing to assist in the school will be required to undergo a police check. They will also receive an information booklet outlining the day-to-day running of the unit.
- Parents will be encouraged to join and become actively involved in the school Parent/Teacher Association.

## INFORMATION PROVIDED FOR PARENTS

- School prospectus (given out on open evening / sent on request)
- Welcome Evening for new parents (held in Term 3)
  - ✓ Presentation outlining induction and day-to-day running of Nursery (all information is contained in Parents' Information Booklet)
  - ✓ Overview of main policies (summaries of main policies given out)
- Consent Forms - outlining procedures/activities for which consent is required
- Information forms to be completed by parents in Term 3, providing staff with a baseline of experiences and skills acquired by / being developed in children at home and other preschool setting
- Letter outlining induction procedures together with advice on assisting parents in settling their children
- Curriculum Planning:
  - ✓ overview displayed in cloakroom
  - ✓ fortnightly/monthly planning sheets displayed on classroom planning board
- Pigeonhole system for communication by way of monthly newsletters and notes
- Parents' Information Area in cloakroom area:
  - ✓ Copies of school and Nursery newsletters displayed
  - ✓ Pouch containing child care/education information for parents to view
  - ✓ Parents' Lending Library - a selection of relevant books for parents to borrow
- Parent Helper Information Booklet (for any parent wishing to participate in parent helper rota, the completion of Access NI forms is required)

Date: August 2016

Review Date: August 2018