

**PARTNERSHIP POLICY**

1. **Working in partnership with other agencies**

**Policy Statement**

We work in partnership with local and national agencies to promote the well-being of all

children.

**Procedures**

▪ We work in partnership, or in tandem with, local and national agencies to promote the

well-being of children.

▪ Procedures are in place for sharing of information about children and families with other

agencies. These are set out in the Safeguarding Children Procedures and the Special

Educational Needs and Disabilities Procedures.

▪ Information shared by other agencies with us is regarded as third party information. This

is also kept in confidence and is not shared without consent from that agency.

▪ When working in partnership with staff from other agencies, we make those individuals

welcome in the setting and their professional roles are respected.

▪ We follow the protocols for working with agencies - for example, on safeguarding.

▪ Staff from other agencies do not have unsupervised access to the child they are visiting

in the setting and do not have access to any other child or children during their visit.

▪ Our staff do not casually share information or seek informal advice about any named

child/family.

▪ When necessary, we consult with local and national agencies which offer a wealth of

advice and information to help us develop understanding of issues facing us and which can

provide support and information for parents. For example, ethnic/cultural

organisations, drug/alcohol agencies, welfare rights advisors or organisations promoting

childcare and education, or adult education.

**2. Parental involvement**

**Policy Statement**

Berkhampstead Day Nursery believes that children benefit most from Early Years education

and care when parents and settings work together in partnership. This partnership provides

a happy, secure environment for the children and a supportive atmosphere in which children

can be left.

Our aim is to support parents as their children's first and most important carers. We involve

them in their children's education and in the full life of the setting. We aim to be responsive

to the needs of the individual parents.

When we refer to ‘parents’ we mean both mothers and fathers; these include both natural or

birth parents as well as step-parents and parents who do not live with their children, but

have contact with them and play a part in their lives. ‘Parents’ also includes same sex

parents as well as foster parents.

**Procedures**

▪ We have a means to ensure that all parents are included – that may mean we have

different strategies for involving fathers or parents who work or live apart from their

children.

▪ We consult with all parents to find out what works best for them.

▪ We ensure an on-going dialogue with parents to improve our knowledge of the needs of

their children and to support their families.

▪ We inform all parents about how the setting is run and its policies, through access to

written information and through regular informal communication. We check to ensure that

parents understand the information that is given to them.

▪ We inform all parents on a regular basis about their children's progress.

▪ We involve parents in the shared record keeping about their children - either formally or

informally - and ensure parents have access to their children's written developmental

records.

▪ We generate confidence and encourage parents to trust their own instincts and

judgement regarding their own child.

▪ We welcome nursing mothers and will make available a private area whenever needed

to offer space and privacy.

▪ We provide opportunities for parents to contribute their own skills, knowledge and

interests to the activities of the setting.

▪ We inform parents about Information Evenings verbally and also via newsletters and

notices that we display around the Nursery.

▪ We hold meetings and Parents’ Evenings that are accessible and appropriate for all.

▪ We welcome the contributions of parents, in whatever form these may take.

▪ We inform all parents of the systems for registering queries, complaints or suggestions

and check to ensure these are understood. All parents have access to our written

complaints procedure.

▪ We provide opportunities for parents to learn about the curriculum offered in our Nursery.

**Policy reviewed – February 2021**

**Policy to be next reviewed – February 2022** Nursery Manager