Parental Involvement Policy

Academic year 2026/27 | Reviewed at least annually

Statement of Intent

At The Wendy House, we recognise that parents and carers are children's first and most important educators.

We believe children benefit most when parents/carers and the preschool work together in a positive and respectful partnership.

We aim to build open and trusting relationships with families so that information can be shared and each child's individual needs, wellbeing, learning and development can be supported.

Our Aims

We aim to:

- welcome and value all parents and carers;
- develop positive partnerships with families;
- keep parents/carers informed about their child's experiences, wellbeing, learning and development;
- encourage families to share information about their child's interests, experiences and development at home;
- provide opportunities for parents/carers to contribute to their child's preschool experience;
- ensure families know who they can speak to if they have a question, concern or suggestion; and
- recognise and respect the diversity of the families within our preschool community.

Working in Partnership

We will:

- welcome families into The Wendy House and ensure they are aware of our policies and procedures;
- listen to parents/carers and value their knowledge of their child;
- encourage ongoing communication between home and preschool;
- keep parents/carers informed about relevant events, activities and changes within the setting;
- provide opportunities for parents/carers to discuss their child's progress, interests and development;

- encourage families to share children's achievements, interests and experiences from home;
- work together with families where a child requires additional support;
- respect individual family circumstances, cultures, beliefs and backgrounds; and
- make reasonable efforts to ensure our communication is accessible to all families.

Key Person

Every child is allocated a key person.

The key person develops a positive relationship with the child and their family and helps to ensure that the child's care, learning and development are tailored to meet their individual needs.

Parents/carers are encouraged to share information with their child's key person and may speak to them about their child's experiences, interests, achievements or any concerns they may have.

All members of staff continue to share responsibility for the safety, care, wellbeing and learning of every child.

Children's Learning and Development

We keep parents/carers informed about their child's progress and development and encourage an ongoing exchange of information between home and preschool.

Parents/carers are encouraged to tell us about significant achievements, interests and experiences at home so these can contribute to our understanding of the whole child.

Where we identify an area in which a child may benefit from additional support, we will discuss this with parents/carers and work together to determine appropriate next steps.

Where appropriate, we will work with other professionals and agencies, with regard to relevant consent and safeguarding requirements.

Children's Records

Parents/carers with parental responsibility may access information and records relating to their own child in accordance with our procedures and data protection responsibilities.

Information concerning other children or families will remain confidential.

Parents/carers are encouraged to contribute information to their child's developmental records.

When a child leaves The Wendy House to start school, their preschool learning and achievement folder will be given to their family to keep.

Communication

We use a variety of appropriate methods to communicate with families. These may include:

- face-to-face conversations;
- WhatsApp messages and broadcasts;
- email;
- telephone;
- written information;
- noticeboards;
- meetings with parents/carers;
- social media for general setting information and activities; and
- our website.

Parents/carers may contact the setting during their child's session if they have a concern or need to share important information.

Information and photographs of children will only be shared in accordance with the setting's permissions, confidentiality, safeguarding and data protection procedures.

Involvement in the Preschool

We welcome opportunities for parents/carers to become involved in preschool life.

This may include attending events or stay-and-play opportunities, sharing skills or experiences, supporting preschool activities and contributing ideas or suggestions.

As a parent-managed charitable preschool, families may also have opportunities to become involved with the Management Committee and governance of the setting.

Concerns, Suggestions and Complaints

We welcome feedback and encourage parents/carers to raise questions, suggestions or concerns with us.

Where a parent/carer wishes to make a formal complaint, this will be managed in accordance with our **Complaints Procedure**.

Equality and Inclusion

We recognise that families have different circumstances and that parents/carers may work, live separately or have different levels of availability.

We will endeavour to ensure that all parents/carers with parental responsibility are appropriately included in communication about their child, subject to any legal restrictions or safeguarding considerations.

Confidentiality

Information shared with the setting will be treated respectfully and confidentially and handled in accordance with our **Confidentiality Policy**, **Privacy Notice**, safeguarding responsibilities and applicable data protection legislation.

Safeguarding concerns will always take priority and information may be shared with relevant professionals or agencies where required to protect a child.

Review

This policy will be reviewed at least annually and sooner where legislation, statutory guidance or the needs of the setting change.

Policy Approval & Review

Policy year	2026/2027
Approval status	Awaiting Management Committee approval
Next scheduled review	March 2027