

# **Birdwood Nursery Working in Partnership with Parents and other Agencies Procedure**

## **1. Policy Statement**

We work in partnership with local and national agencies to promote the well-being of all children. We will never share your data with any organisation to use for their own purposes, and we adhere to the General Data Protection Regulation (2018).

Alongside the partnership with agencies, we actively promote partnership with parents and recognise the importance of working in partnership with other agencies to promote the well-being of children and their families.

## **2. Procedures for other Agencies**

- We work in partnership, or in tandem, with local and national agencies to promote the well-being of children;
- We have procedures in place for the sharing of information about children and families with other agencies. These are set out in our:
  - Privacy Policy
  - Information Sharing Policy
  - Settling In and Key Person System
  - Safeguarding Children and Child Protection Policy
  - Supporting Children with Special Educational Needs Policy.
- Information shared by other agencies with us is regarded as third-party information. This is also kept in confidence and not shared without consent from that agency;
- When working in partnership with staff from other agencies, we make those individuals welcome in our setting and respect their professional roles;
- We follow the protocols for working with agencies, for example on child protection;
- We ensure that 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/ren during their visit;
- Our staff do not casually share information or seek informal advice about any named child/family;
- When necessary, we consult with and signpost to local and national agencies who offer a wealth of advice and information that help us to develop our understanding of the issues facing us and who 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.
- We are committed to ensuring effective partnership with other agencies including:
  - Local authority early years services about the EYFS, training and staff development;
  - Local programmes regarding delivering children's centres or the childcare element of children's centres;

- Local authority early years services about the EYFS, training and staff development;
- Local programmes regarding delivering children's centres or the childcare element of children's centres;
- Child development networks and health professionals to support children with disabilities and special needs;
- Local community organisations and other childcare providers;
- OFSTED and setting contact details are made available to other agencies who have a complaint that cannot be resolved with the Nursery Manager in the first instance, or where a parent is concerned that the EYFS welfare standards are not being maintained.

### **3. Procedures for Parents**

- We believe that parents are children's first and most enduring educators and our practice aims to involve and consult parents on all aspects of their child's well-being;
- We also recognise the important role parents must play in the day-to-day organisation of the provision;
- We consider parents views and expectations and will give the opportunity to be involved in the following ways:
  - Parents are made to feel welcome in our setting; they are greeted appropriately;
  - Have a means to ensure all parents are included - that may mean that we have different strategies for involving fathers, or parents who work or live apart from their children;
  - Make every effort to accommodate parents who have a disability or impairment;
  - Sharing information about their child's needs, likes, achievements and interests;
  - Settling in their child to the agreed plan according to our settling in procedures;
  - Taking part in children's activities and outings;
  - Taking part in early learning projects, sharing with practitioners' knowledge and insights about their child's learning;
  - OFSTED and setting contact details are displayed on the parent notice board for parents who have a complaint that cannot be resolved with the setting manager in the first instance, or where a parent is concerned that the EYFS standards are not being maintained.
- Provide opportunities for parents to meet with their child's key person to share the child's learning and development progress;
- Involve parents in the shared record keeping about their children either formally or informally and ensure parents have access to their children's written records;
- Provide opportunities for parents to contribute their own skills, knowledge and interests to the activities of the group;
- Welcome the contributions of all parents/carers in whatever form these may take.