



the new montessori pre-school

**The Methodist Church, Tarring Road, Worthing BN11 4ET**  
Call: 01903 535 412 Email: [info@thenewmontessoripreschool.org.uk](mailto:info@thenewmontessoripreschool.org.uk)

## Policy for Parents in Partnership

Parents/Carers are the most important people in a young child's life. We want to work in a partnership with parents and carers to enhance and support their work at this very significant stage of development for their children.

### To do this we will:

- Ensure that all new parents are aware of the group's aims, policies and systems.
- To openly display our reports and reflections-OFSTED report/Montessori Accreditation/aims and objectives.
- Encourage parents to become actively involved in our group in a practical way or through the Management Committee or fund raising team.
- Ensure that parents are regularly informed about their child's progress.
- Involve parents in shared record keeping and develop an awareness in our parents of the curriculum our pre-school uses, verbally/written or from examples of work and play.
- Ensure that parents are informed about meetings, with consultation about the times, the venue.
- Provide opportunities for parents to learn about the pre-school curriculum and about children's learning and development.
- Ensure that our parents are offered Heuristic Play classes and parenting courses to attend.
- For all parents to feel welcome in the group and that their contribution is valued.
- Ensure all WSCC/Ofsted updated are implemented correctly.

### We aim to achieve this by:

- By providing a fully comprehensive Prospectus, a Welcome back when the child starts and opportunities for the parent to build a rapport with our staff by implementing the key worker system.
- Providing a parent helpers list each term to allow parents the opportunity to come in to help/observe their children. Maintaining our notice boards with up to date policies, procedures and plans relating to our pre-school and government regulations.
- Providing an Assessment on their child's learning and development at the end of each term and inputting and up loading observations on the data base record system to ensure parents have real time information.
- Offering our parent's regularly the time to come into our pre-school and discuss their child's development and learning with their child's key worker or class
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Charity Number 1086853  
Company Number 3908382  
[www.thenewmontessoripreschool.org.uk](http://www.thenewmontessoripreschool.org.uk)



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manager. Our class managers are also available every day at the end of each session to talk to the parents.

- Gaining an insight into our children through building a rapport with the parents to glean useful information. Offering support in transition from home to pre-school and from pre-school to primary school. Providing our parents with Newsletters each month to inform all of upcoming events.
- Informing parents when and where our meeting are held and encouraging them to participate in our pre-school community, by taking into account their needs and requirements when organising our meetings. By making our information available publicly through a web page and face book so others can read our current parents thoughts.
- Offering parents the opportunity to take their child's Learning Journals home to read about their child's development. (Bearing in mind the Data Protection Act) And maintaining these journals so that they are easily accessible to the parent. Being available through e-mailing, and texting so parents can enquire about their children and receive a response promptly.
- Offering our parents the opportunity to partake in our extra classes for them and their child.
- By following the ethos of our Charity our pre-school continually strives to involve all parents at some level.
- Providing all relevant paperwork including updated information from WSCC/OFsted.

This policy operates alongside;

Policies	Information	Procedures
Arrivals and Departures Compliments and Complaints Gift Aid My Montessori Child Administering Medicine Sun Safety Surveys Transactions Working with outside organisations	Early Years Pupil Premium Prospectus Volunteers Welcome Pack	Outside Play Head Lice Free entitlement Keeping parents informed Progress visits Working with other professionals First Aid Child arriving with an injury Falling to collect a child Accidents in our Pre-school Procedure for child falling ill Early Years Pupil premium

This Policy will be reviewed Sept 2017