



WORKING WITH PARENTS POLICY

Policy statement:

I aim to work in partnership with parents and carers to meet the needs of the children I care for.

I respect that parents are children's first and most enduring educators. When parents and childcare practitioners work together in early years settings, the results have a positive impact on children's development and learning.

I treat all children and adults equally and create a welcoming, inclusive environment in my home.

Procedure: (how I will put the statement into practice)

I keep up to date about working in partnership with parents and carers and relevant legislation by undertaking regular training. I also read relevant publications such as Childcare Professional, Nursery World, Government guidance updates.

All parents receive and have access to a copy of my policies and procedures, information about the types of activities provided, the daily routines and how parents can share learning at home.

Contracts and records

I draw up and sign a written contract with parents before the placement starts. The contract is signed by the parent/s and me and dated. I give copies to the parent/s and any other party involved in the contractual arrangements .

I review the contract with parents every 12 months or when circumstances change.

I meet parents' requests for the care of their children according to their values and practices, preferences and attitudes.

I keep records of these requests with the child record forms which also contain emergency contact numbers, dietary requirements/preferences, food allergies, health requirements, information about who has legal contact with the child and who has parental responsibility for the child. These records are revisited and updated during regular reviews with parents.

Communication with parents

I work together with parents to make sure that the care of their child is consistent.

I make time for discussion about a child's needs by sharing information with parents about daily routines and activities in my setting and in the child's home.

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Information will be shared with parents in different ways according to parent's preferences and circumstances. Parents will be invited to add comments, by email, telephone, WhatsApp etc.

I will discuss any changes in my or the child's home circumstances which may impact on the child's development or my ability to care for a child.

I offer termly review meetings with parents to discuss their child's learning and development share observations and discuss next steps.

I welcome parents' feedback on my service. Please refer to my Complaints policy for managing negative feedback.

I display my Ofsted registration certificate and the Ofsted poster for parents which introduces Ofsted's childcare responsibilities and gives Ofsted contact details.

Ofsted inspections

I will notify all parents in advance when I am to be inspected by Ofsted so that parents can contribute their views to the inspector.

I will supply parents with a copy of the Ofsted report within five working days of receiving the report.

All significant incidents are recorded in an incident book and will be shared and discussed with parents so that we can work together to resolve any issues.

Date policy was written	13 Aug. 25
This policy is due for review on the following date	13 Aug. 26
Policy reviewed	12 th August 2026

This policy supports the following Early years foundation stage statutory framework for childminders requirements:

Section 1 – Learning and development

Section 2 – Assessment

Section 3 – Safeguarding and welfare requirements



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- Information and records