

Information and Records

Parental Involvement and Behaviour Policy

Policy Statement

At Handsworth Pre-school we believe that children benefit most from early years education when the parents and ourselves work together closely. We value parents' input as the child's first educator and value their input to help create an environment where children thrive and develop.

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

Throughout the Pre-school year we encourage and provide opportunities for parents to be involved in the following ways:

- We invite all parents to a Stay and Play session at the end of each half term. This enables parents to spend time in the setting and participate in activities with their child. This also provides an opportunity for an informal discussion with the child's keyperson if convenient.
- We involve parents in record keeping about their child's development. A Keyperson consultation is held twice a year in the Autumn and Summer terms. Pre-school staff are also happy to meet by appointment at other times of the year should parents wish. A member of staff is always available every day on the front door at the beginning and end of each session should parents have any immediate concerns or questions.
- We carry out a Parents' Questionnaire twice a year. This provides an opportunity for parents to give feedback on their and their child's experience at Pre-school. This is then fed back to the staff and used as an opportunity to reflect on the Pre-school's practices.
- We inform all parents about how the setting is run and its policies by displaying the information on our website. This also includes having access to our complaints policy. Hard copies of all policies are available on request.
- We hold meetings in venues that are accessible and appropriate for all.
- We provide information about opportunities to be involved in the setting in ways that are accessible to everyone.
- We encourage parents to share their own skills, knowledge and interests with the setting.
- We provide information about our curriculum and plan opportunities for parents to carry out activities with their child at home.

- Our Management Committee offers opportunities for parents to play an active part in the governance and management of the setting.
- We consider all parents to be part of the Pre-school community and always welcome ideas on how to build and enhance our working relationship with parents.

Parental Behaviour Expectations:

At Handsworth Pre-school we believe that staff, parents and children are entitled to a safe, secure and protective environment in which to learn, play and work. We therefore operate a zero-tolerance policy regarding any behaviour that may cause harassment and/or distress to users/employees of the Pre-school. The Pre-school expects all members of our community to be treated with respect. Any kind of physical attack, threatening behaviour abusive or insulting language, whether verbal or written, towards any member of the Pre-school community will not be tolerated.

Types of behaviour that are considered unacceptable and will not be tolerated towards any member of the Pre-school community may include but are not limited to:

- Shouting in person or over the telephone.
- Inappropriate posting on social media.
- Speaking in an aggressive or threatening tone.
- Physical intimidation or threats
- Swearing.
- Pushing.
- Hitting.
- Spitting.
- Racist, sexist or homophobic comments.

The Pre-school reserves the right to take any necessary actions to ensure that members of the Pre-school are not subject to abuse. This may include politely requesting an abusive parent/carer to leave the building.

Unacceptable behaviour may also result in the Police being informed either at the time of the incident or a later date. The Pre-school may also contact legal representatives as required. The Pre-School will treat every case on an individual basis.

Inappropriate use of Social Networking Sites

On occasions social media websites are used to fuel complaints and campaigns against Early Years Settings.

We ask that all concerns and complaints are made following the Pre-school's Complaints Policy so that they can be dealt with fairly and effectively for all involved. This also ensures that confidentiality is maintained at all times.

In the event that any Parent/Carer is found to be posting offensive; threatening; libellous; defamatory; or inappropriate comments on any Social Network site, they will be reported to the appropriate “Report” section of the site. All social network sites have clear rules about the content posted and there are procedures in place to ensure these are not breached. The Pre-school would also expect any Parent/Carer to remove any such comments immediately.

In more serious cases the Pre-School will also consider legal action.

This policy was adopted at a meeting of	Handsworth Pre-school	name of setting
Held on	12 November 2019	(date)
Date to be reviewed	11 November 2020	(date)
Signed on behalf of the management committee		
Name of signatory	Jonny Cooper	
Role of signatory (e.g. chair/owner)	Chair	