



# Parent Involvement Policy

## Rationale

Parent involvement is underpinned by the belief that to ensure a quality environment for children a level of collaboration between parents and adults is essential. This will result in positive outcomes for children and families.

## Purpose

We want to ensure that parents are well informed about the services operation, their child's education and the input they are able to have in the centre.

## Guidelines

- We operate an open door policy. Parents can feel free to visit the centre at any time of the day.
- We acknowledge that early childhood education is a partnership between parents, families and the centre. All management and employees will ensure that parents have both the right and opportunity to share in decisions about their child's care and education.
- The decision making process will reflect sensitivity to different cultural customs of the families attending the centre.
- We will provide an opportunity, when the child enrolls at the centre, for parents and families to communicate any special needs and aspirations they have for their child. This information will be recorded and kept with the child's journal of learning and communicated to those staff who will be working with the child.
- Policy, procedure, philosophy and service reviews occur regularly within the centre and parents are asked to contribute to the reviews. We value the opinions of our parents. Notifications about reviews will be sent home and displays will be evident within the entrance ways and at the sign in desk.
- The Centre has a strong self-review process in place to ensure that we are revisiting operational aspects of the centre regularly.
- The Centre has developed methods and systems that include opportunities for parents and families to record and express their level of satisfaction with the way in which the centre is meeting the needs and aspirations they have for their child, and opportunities to record and express any suggestions that may improve this level of satisfaction. We will use paper based questionnaires to collect and review parent feedback. We will explain to parents how this operates in the centre.
- The fee schedule is displayed and is updated from time to time.
- Statements of the use of Government funding and Education Reviews can be obtained from the management staff.

- Parent input into children's learning is valued; we love to see contributions to the children's journals of learning (hard copies in the centre).
- The Centre Supervisor, Assistant Supervisor and teaching team are always available to talk with parents about their child.
- A specific one-on-one time can be requested at any time should parents want to have a discussion.