



# HOLY TRINITY ENNISKILLEN

## Participation and Engagement with Parents Policy

**Policy approved by Preschool Management Committee**

**Dated**

**Signed**

**Review Date**

## **Participation and Engagement with Parents Policy**

### **Principle**

Holy Trinity Preschool aims to support parents/careers in their essential role as the first educators of their children and encourage involvement by the following means.

### **Policy**

At Holy Trinity Preschool we recognize the importance of working in partnership with parents/carers. This policy aims to ensure that all families are actively encouraged to participate in the work of the setting and contribute to the learning environment we provide for their children.

### **Procedure**

All parents are issued with a registration/welcome pack, which provides detailed information on the policies of the Preschool.

At Holy Trinity we aim to encourage parental involvement through:

- Operating an open-door policy where parents/carers are welcomed daily within the setting at drop off and collection time and can ask questions at any time from staff or leave comments in the suggestion box.
- Encouraging parents/carers to share with the children their skills and talents and come in to preschool.
- Our newsletter informs parents of all the work completed in the last term and notifies them of any upcoming events they could come along to.

- We have a noticeboard and a comments and complaints box which are accessible in our entrance for parents to add their suggestions.
- Staff regularly review the child's development through transition reports and meetings with the parents/carers. We consider how we can work best together on areas for development.
- All parents/carers will be asked to fill out a questionnaire at the end of the year. This will enable us to further develop and implement changes to ensure that our setting continues to deliver a quality provision for the children in our care.

The contribution from parents/carers is of pivotal importance to our setting. At Holy Trinity we would recommend that anyone who is interested in becoming more involved should speak to the leader in charge or the preschool management committee. Also all parents are asked at enrolment day if they are happy to be contacted by any educational/social services inspectors to complete questionnaires, or give their experiences of our setting.

### **Monitoring**

This policy will be reviewed annually by the preschool management committee to ensure it remains fit for purpose.