Parental Involvement Policy

Our Aim
St Augustine's Nursery believes that children benefit from early years education and care most when parents and settings work together in partnership. Parents are their children's first and most important educators.

Our aim is to support parents in this work by involving them in their children's education at nursery and in the full life of the setting.

Method

A. Communication about the setting

- We are committed to ongoing dialogue with parents to improve our knowledge of the needs of their children and to support their families.

- We utilise the New Child Questionnaire to formally collect details about the children and help settle them into the setting.

- We inform all parents about how the setting is run and its policies through access to written information, our website, through regular informal communication, emails, texts and our newsletters.

- We check to ensure parents understand the information that is given to them.

- We inform all parents of the systems for registering queries, complaints or suggestions; all parents have access to our written Complaints Procedure, which is kept in the policies folder in the office.

- We provide opportunities for parents to learn about the curriculum offered in the setting and about young children's learning in the setting and at home.

B. Volunteering

- We greatly value parents and carers' involvement and contribution to the children's experiences. It could be to share some of their special skills with the children like cooking, playing a musical instrument, dancing, gardening, celebrating a cultural event or speaking about their profession, their hobby, or just anything else that might interest our children. We also welcome parents and carers who just want to offer their time with the children.

- Younger siblings are always welcome during parent volunteer days. Older siblings cannot be accommodated, unless on an occasional basis, and agreed with the Nursery Manager.

- Whilst volunteering for a session or a few hours, parents will see what their children do during the day, and how they interact with their peers. It allows parents to develop their own parenting skills and get the support from the trained staff in some areas of parenting they might need advice. The volunteering days help with communication between staff and parents and are greatly appreciated by the children who love to have their parents involved in the setting.

- Volunteering also means helping out with tasks that support the Nursery, for example weekly laundry, the occasional shopping trip, fundraising, photocopying or distributing leaflets.

- Another way to volunteer and support the nursery is to take on a role on the Management Committee. See section F below for more details.

C. Outings

- From time to time nursery children are taken on outings, as these can be an important way to enhance the learning curriculum of young children and help them to understand the world around them. These excursions can include an outing to the local park, library or shops or may be a more distant outing such as to a museum or to the theatre.

- In order to ensure that nursery outings are planned and carried out with safety in mind, the following guidelines are followed:

Adult:Child Ratio	Activity Description
1:4 & 1:8	Local outing using Walkadile®;children are allowed out of the Walkadile® when the venue is safe to supervise by the number of adults present (i.e: gated area)
1:3	Local outing such as to the local park, library or shops
1:2	Specific outing or using public transportation
1:1	A child with behavioural difficulties or a child whose needs warrant additional support

- In the event that there are not enough parent volunteers for an outing, the outing will be cancelled

D. Communication about the child

- Parents are informed on a regular basis about their children's progress.

- Parents are involved in the shared record keeping about their children - either formally or informally. The setting ensures parents have access to their children's written developmental records such as their child's Tapestry Online Learning Journal and we encourage parents to contribute.

E. Management Committee

- The Management Committee is essential to the running of the setting. Due to our charity status, the nursery cannot operate without this committee to govern it.

- All parents are encouraged to play an active part in the governance and management of the setting by joining the committee, either by taking on a main role, or a shadow role.

- Committee members meet on a regular basis (once every term) to get an update on what is going on at nursery and discuss any matters that may arise.

F. Parental Expectations

- All carers are encouraged to get involved in other nursery events that support the organisation. This includes organising fundraising events, staffing cake stalls and marketing initiatives.

- Parents should endeavour to attend committee meetings and parents' coffee mornings to be kept informed about the running of the nursery and share their own ideas and expertise to make improvements where needed. They will be given advance notice of the times of meetings via a posted sign, text or email so they can attend.

- The nursery welcomes the contributions of parents, in whatever form these may take. It is expected that parents take active involvement in the running of the nursery, whether they are a member of the committee or not.

- Parents are encouraged to contribute to the children's daily snacks following the healthy eating guidance provided.

- Parents are encouraged to follow the nursery's infection-control procedures by taking turns at washing and drying the used laundry (tea towels, hand towels) at the end of the week and returning these items the following week.

- Fundraising events take place throughout the year; proceeds of this are used to buy resources for the children (for example toys, books). We encourage parents to get involved in the running of these events and be part of the nursery community.

G. Safeguarding Controls

- Parent volunteers will be supervised at all times
- Strict confidentiality must be maintained at all times
- Safeguarding procedures apply to ALL volunteers, an induction will be required for new parent volunteers
- Suitability checks are completed where required, including DBS requirements

Policy adopted: June 2026
Review date: June 2027
Policy lead: Nursery Manager

Signed on behalf of the Management Committee: 

Name: ABIGAIL WHITE

Role: CHAIR

Date: 30.06.26