



WORKING IN PARTNERSHIP WITH THE PARENTS AND CARERS –

Every half term a newsletter goes out discussing any general issues that may have materialised the previous half term. It also discusses what is going on over the next half term and offers advice and general chit chat.

All parents are requested to come along with their child for a settling in period before they start to ensure that they are confident with all aspects of the group before leaving their child. This does not have a time limit as all children/carers need a different time span. We run a network whereby new parents are encouraged to phone existing parents in the group to discuss any concerns or issues that they may have about leaving their child for the first time. This works extremely well as the parents are given an unbiased opinion of how we operate.

Most parents approach us about concerns in three ways.

1. On arrival, either personally or by writing in their daily diary (for babies under a year)
2. When they come to pick up their child
3. By phoning, texting or emailing us throughout the day .

If parents are late then a surcharge will be made of £12.00 per hour. If this continues to happen then suitable action may need to be taken, especially if it involves an overlap between am and pm sessions whereby we potentially could be over our numbers.

As we are working towards the Early Years Foundation Stage, we are now being asked for parents to have a far greater involvement in their children's progress/child development. I would therefore be grateful if every half term you could email me on Jollytots3@live.com or scribble on a post-it note anything that you have observed at home re your child's development or areas of change. Likewise if you have any concerns about their welfare or areas that you feel your child would benefit from us working on, we would be really grateful to be notified. Each child is now giving a learning journal which all the above comments will be placed in together with observations, your child's work and pictures. Please feel free to ask to see this at any time.

Unfortunately we are unable to care for sick or contagious children and therefore if your child is unwell, we request that you keep them away from Jolly Tots until they have been symptom free for at least 24 hours. If you have been dosing your child with medicine before they come to us then we would rather that you left them at home until 24 hour after they are symptom free. If however this is not possible then please inform us of this on arrival, so that we can monitor your child and write it down in the daily diary and get your signature for it.

If a child becomes unwell during the course of the day, then we will phone you and expect you to come and collect them. This is in the best interest of both the child and to protect the other children in the group.

Amended Dec 09