



Family Engagement policy

Clyde Nursery Ltd aims to ensure all parents/carers work in partnership with staff to foster mutual respect, trust and understanding thus ensuring the wellbeing of every child.

Aims

- To promote an open-door policy where parents/carers are encouraged to play an active part in Nursery life. Online daily diaries are available until 2yrs old. A parent can request a diary of their child. Learning journals are available throughout nursery.
- To make provision for constructive consultation regarding all aspects of Nursery life.
- To provide opportunities for parents/carers to keep abreast of Nursery practice, procedures, educational initiatives, and to be involved in their child's learning.
- To ensure appropriate information and communication systems are in place.
- To provide opportunities to allow parents/carers to have a real involvement in developing Nursery life.
- To take regard of Argyll & Bute Family Engagement Strategy.

Objectives

- Parents/carers feel comfortable to approach Nursery management or staff at any time.
- Parents/carers are invited to attend key events and Nursery celebrations throughout the year, i.e., open evenings, sports days, concerts, graduations, etc.
- Parents/carers are encouraged to be involved in Nursery themes, activities, and outings. To encourage parents/carers to participate in Nursery educational trips and outings as much forward notice as possible will be given to accommodate work commitments.
- Feedback from parental evaluations is valued and acted upon where appropriate.
- Our Complaints Procedure is on the Nursery website.
- Parents/carers are asked to complete evaluation forms after attending parents' meetings.
- Parents/carers are encouraged to complete the Personal Care Plan with their child.
- Two-way verbal feedback is given when children are dropped off/collected.
- Nursing mothers are welcomed in the Nursery.
- An informative Nursery Newsletter and This Week at Nursery are emailed to all parents/carers monthly and weekly (respectively) and in a hard copy available from the Nursery Office.

- Daily diaries are used by staff and parents/carers for children 0-2 years and if requested by parents, up until 3 years old. Written communications from parents/carers in diaries is invited.
- Forward planning is on display in all playrooms.
- Children's Learning Journals are always accessible to parents/carers. Parents of children are given confidential access to their child's E-Learning journal and written communication is invited.
- Updates on Policies are made available to parents/carers on an annual basis.
- An interactive website is available, providing parents with information.
- We take into account the majority of our parents are working so we will give as much advance warning as possible of events requiring family engagement.

A copy of this policy is available to view in the Policy Folders held in the Nursery Office and Nursery Playrooms.

Reviewed: January 2026

Date of next review: January 2027