

Birth to Five Service



Parents and practitioners
together!

A brief guide to developing positive
relationships between practitioners
and parents/carers



Managed Service on behalf of



Good Practice

Relationships are founded as soon as parents/carers walk through the door on their initial visit! They continue throughout the child's experiences and development in the early years, and into their next setting or school.

Developing these relationships is key to effective practice and child development.

On-going Relationships

In your setting do you:

- ◆ Share termly/monthly planning with parents/carers?
- ◆ Follow SEN Code of Practice?
- ◆ Share information with parents/carers following governors meetings?
- ◆ Partake in brief daily discussions with parents/carers as the children are collected or arrive?
- ◆ Have an open door policy?
- ◆ Give parents/carers have access to their child's assessments?
- ◆ Display PTA minutes?
- ◆ Implement well organised and successful keyperson relationships?
- ◆ Record and date all contact with parents/carers?
- ◆ Encourage parents/carers to write comments in assessment files?
- ◆ Have parent consultation sheets available for parents to record discussions and actions?
- ◆ Regularly update and display information for parents/carers?
- ◆ Host open evenings/afternoons where parents/carers can spend time within the building/room?
- ◆ Have operational plans on display/available to parents/carers?
- ◆ Ensure that all parent/carer concerns are recorded and acted upon?

Specific relationships for parents/carers and individual children

Do you:

- Follow the SEN Code of Practice?
- Invite parents/carers to all review meetings? (Reviews meetings should not take place without a parent/carer present)
- Ensure that relevant staff attend transition reviews when a child is transferring from a different setting/school?
- Discuss outside agency observations with parents/carer before and after they occur?

- ♦ Include a section on IEPs for parents to write their comments?
- ♦ Share copies of records, IEPs and review discussion notes with parents/carers?
- ♦ Use 'gold' sheets to record intervention for each child and signed by parents?
- ♦ Send Parental comment sheets to parents prior to review to record their comments, questions and concerns?

Successful Practice

Ideas to develop relationships with parents and carers:

- ◆ Meetings with new parents/carers and taster sessions for new children
- ◆ Monthly meetings with parents
- ◆ Activities/learning and photographs shared weekly
- ◆ Parents encouraged to spend time within the setting/school with groups of children
- ◆ Frequent home-visits for children with additional needs
- ◆ Use of toy-library-loan of toys to parents
- ◆ Parents encouraged to spend time in the setting during the first part of the session to settle children
- ◆ Monthly newsletter
- ◆ Advice and contact available via telephone during holidays

- ◆ Sharing child care information with parents/
parental information board
- Ensure staff are regularly available to chat informally with parents
- ◆ Sharing information from articles and written data
- ◆ Home-pre-school diary/daily communication book
- ◆ Parent consultation file where all communication with parents/staff are recorded
- ◆ Communicate with parents via email and website
- ◆ Share minutes from staff meetings
- ◆ Parents invited to contribute towards topics
- ◆ Workshops e.g. story bags, numeracy, early reading
- ◆ Parental council-one parent from each class represented
- ◆ Parental suggestion box
- ◆ Daily monitoring sheet which details child's progress is shared with parents
- ◆ Having a policy for communicating with parents



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