

# PARENT COMMUNICATION & INVOLVEMENT



## Background Information

*Licensing Criteria 2021, Curriculum Regulation 43 C1-C13*

– Parents are advised how to access

- Information concerning their child
- Newsletters, enrolment information
- Education Review Office (ERO) Report
- Full Names and qualifications of staff
- Service current licence certificate
- Complaint and non-compliance procedures

– Information is provided to parents about how they can be involved, fees charges, expenditures and funding received planned reviews.

– Parents are provided with opportunities to contribute to the development and review of operational documents (philosophy, policies and procedures).

## Purpose

At Mana Tama Aoga Niue Preschool we respect and acknowledge parents/guardians and family knowledge about their child. We value that parents and whanau have needs and aspirations for their child and provide opportunities for them to communicate these needs and aspirations.

Regular opportunities both formal and informal are provided for parents to:

- Communicate with adults providing education and care for their child, and share specific evidence of the child's learning; and
- Be involved in decision making concerning their child's learning.
- Information and guidance is sought when necessary from agencies/services to enable adults providing education and care to work effectively with children and their parents.

## Documentation

Documentation may take a variety of forms to suit the service's operation (such as portfolios, wall displays, policies and procedures, Story Park) but must include:

- A process providing positive guidance to encourage social competence in children
- A process for providing formal and informal opportunities for parents to:
  - Communicate with adults providing education and care for their child, and share specific evidence of the child's learning; and
  - Be involved in decision making concerning their child's learning (C12); and

A record of information and guidance sought from agencies and/or services (C13).

## Procedures

To gather relevant information on parent needs and aspirations:

• As part of the enrolment pack we include a document titled "All about me" where parents are asked to tell us about their child's strengths, interests, special comforts, fears and preferences. Parents are also able to complete this form on their child's storypark account.

- From time to time we do parent surveys

- Parent and teacher events allow for discussions to take place as well as on a daily basis of pick up and drop off time.
- Parents are also encouraged to create a Story Park account where an online portfolio of the child's development can be blogged with learning stories and pictures that parents, and families are able to contribute toward.
- The centre manager and head teachers will continue and maintain the curriculum process and ensure the parents and whanau involvement are included. This information is read by the staff and helps them to plan accordingly, support and make decisions about the child's care and education. Seeking support will always involve the parent/caregiver in the process.
- ERO report is available to view at [www.ero.govt.nz](http://www.ero.govt.nz)
- Policies and Procedures are available for viewing and review from the Mana Tama Aoga Niue Information page in the Storypark portal.
- Policies and Procedures are also available for viewing on our website as well as in the centre at the entrance in our centre whanau folder.

**Approved:**

**Review Date:** November 2021

**Next Review Date:** December 2022

