



Oaklands School

Partnership with Parents Policy - EYFS

In the Early Years Foundation Stage (Lower Kindergarten, Upper Kindergarten and Reception) we recognise that working in partnership with parents is of major value and importance in order to provide a happy, caring and stable environment for children and their parents. We aim to form a good relationship with parents so that information regarding their children (be it developmental, social or health related) can be exchanged easily and comfortably by staff and parents / carers.

Information provided by parents about their children will be kept confidential and treated on a strict need to know basis. If we have any concerns about a child's well-being during the day every effort will be made to contact the parents or their emergency contact.

Parents are requested to keep us informed of any changes to personal circumstances which may have an effect upon a child e.g. change of address, telephone number, doctor, emergency contact. They are also requested to keep us informed of any circumstances which could have an effect on a child's emotional well-being e.g. bereavement, separation or illness in the family.

Visits to Oaklands School

Before starting at Oaklands School, parents are provided with a prospectus giving details of the School – History, aims, curriculum, extra-curricular activities, and entry procedure and a parents' handbook. Parents are able to arrange a guided tour of the School and an interview with the Headmistress. A more detailed picture of the School can be presented in this way and answers to queries more readily obtained. See also Admissions Policy and Procedure.

Information/Meetings for all EYFS families

As part of the settling in process and ahead of the play sessions, parents are sent a PowerPoint of information. The first few pages are for parents to share with their child and the remaining contains information for parents regarding staffing, daily routines and the EYFS curriculum. Three pre-recorded stories, read by the child's Keyworker or Class teacher are also emailed.

Children join Lower Kindergarten at the start of the term during which they turn 3. All children join Upper Kindergarten in the Autumn Term (unless there is a vacancy during the year). Before the beginning of the term in which the child is due to start, parents and children are invited to an informal 'play session'.

The aim of the play session is to:

- familiarise the children with their new setting;
- introduce parents and children to their key worker and other members of staff;
- enable parents and children to meet each other;
- answer queries.

In Reception, the classes consist of pupils from Upper Kindergarten and new children, taken from the waiting list, to make up numbers. Towards the end of the summer term, new parents and children are invited to meet their new class teacher and TA and visit the classroom. Whilst the children play, the class teacher answers any queries that the parents might have from the PowerPoint.

Parents' Meetings

The staff in Lower Kindergarten, Upper Kindergarten and Reception are available to talk to parents and carers in the mornings when children are brought to school and at home time. Concerns and children's progress are often discussed at these times. Should the need arise for a more detailed conversation, appointments can be made by email or via the School office.

Parents' evenings for Lower Kindergarten, Upper Kindergarten and Reception are held in the Autumn and Summer Terms. Mrs Copeman (Headmistress) and/or Mrs Potts (Head of EYFS) are also available by appointment.

Reporting to Parents

- All children in Lower Kindergarten receive written reports at the end of their first term and the Summer term. The first report is more a 'settling in' report which comments on the three prime areas, whereas the Summer term report takes into account how each child learns and is based on the three characteristics of effective learning. See also 'Report Writing Policy'.
- All children in Upper Kindergarten and Reception receive termly reports. The Autumn term report comments on the three prime areas, the Spring term report on all seven areas of learning and the Summer term report comments on the three characteristics of effective learning. See also 'Report Writing Policy'.
- Where applicable, for the children in Lower Kindergarten, we provide a short written summary of their child's development in the prime areas i.e. 'Progress check at age two' to parents during the term in which they turn three.
- In the final term of Reception, the EYFS Profile is completed and shared with parents. This reports the children's progress against the Early Learning Goals.

Newsletters

Oaklands School provides parents with a diary dates letter and information is sent out giving details of forthcoming events. Newsletters are published on the website and the link emailed to parents.

Oaklands Parents' Association

There is an active Parents Association, who work hard to provide 'extras' for the School. Parents are notified of the various fund raising events via letter, email and posters displayed on the various notice boards around the School.

Essex Early Years Development Plan

Information regarding the above scheme is given to parents when their child becomes eligible.