Hills Grammar

Family Participation

Statement

Family participation in the ECEC is an important part of creating an environment that is welcoming, inclusive and supportive, giving families and children a sense of belonging to both the ECEC and wider school community.

Rationale

The ECEC welcomes, enjoys and facilitates family participation and open communication by encouraging families to engage with their child's learning and to feel welcome in our environment throughout the day. The ECEC values the input of families, staff, educators and the wider community to help create an environment that meets the learning needs of the children and their families so they feel valued, supported and included.

Strategies

The Nominated Supervisor will:

- Welcome all families into the ECEC and encourage them to take part in their child's learning and development within the ECEC.
- Oversee that educators provide information to families regarding the content and operation of the educational curriculum in relation to their child and that a copy of the curriculum is available to view.
- Oversee that families have access to documents regarding the assessment of their child's learning and development.
- Ensure parents / guardians are notified immediately but not later than 24 hours of any incident, injury, trauma or illness that occurs for their child while at the ECEC.
- Oversee that a weekly menu which accurately describes the food and beverages provided each day is displayed in a place accessible to families.
- Develop systems for families to provide reflection and feedback.
- Inform families about the processes for providing formal and informal feedback.
- Invite and encourage families to take part in the ECEC curriculum and all special events that occur throughout the year.
- Organise a private space for families to meet with the Nominated Supervisor or their child's teacher.
- Oversee that families can access a copy of the Education and Care Services National Regulation and ECEC polices.
- Follow regulatory guidlines that families are notified of changes to policies or fees and given adequate notice as per the Education and Care Services National Regulations.

Educators will:

- Be available for families at pick up and drop off times to pass on important messages and information about their child's participation in the ECEC.
- Encourage families to be involved in the ECEC and the curriculum, by providing feedback, visiting the ECEC and sharing conversations regarding children's emerging interests and needs.

- Promote continuous open and honest communication with families to assist them to feel connected with their children's experiences in the ECEC and to develop families trust and confidence in the ECEC.
- Understand and respect each family's diverse backgrounds and where possible, support the needs of non-English speaking families.
- Value parents as the first and most important educator in their child's life, seeking to share the parent's understandings, knowledge and preferences for their child and seeking to balance individual needs with practice in the ECEC.
- Make documentation available to families and prepare documentation in a way that is readily understandable to the families of the child and to other educators.

Families will:

- Provide accurate information on enrolment and medical information forms during the enrolment process and notify educators when any information changes.
- Be invited to contribute to the quality improvement process within the ECEC.
- Be encouraged to participate in the weekly program, sharing in family events or interests of their child/ren and offering evaluative analysis of the experiences in which their children have been involved.
- Be invited to family events held periodically to help families network and develop friendships in the ECEC and School.

Statutory Legislation and Considerations

Education and Care Services National Law Act 2010

Education and Care Services National Regulations

Guide to the National Quality Standard ACECQA

Sources

Community Early Learning Australia www.cela.org.au

Australian Children's Education and Care Quality Authority (ACECQA) www.acecqa.gov.au

Australian Childcare Alliance www.childcarealliance.org.au

Review

This policy is reviewed by management, employees and families as required or when legislative requirements change.

Families and staff are essential stakeholders in the policy review and will be given opportunity and encouragement to be actively involved.