



## Partnership with Parents

At Sandcastle Nursery & Preschool Ltd, we believe that strong partnerships with parents and carers are vital to ensure the best outcomes for children. Parents are the experts on their children, and open communication between home and nursery supports every child's well-being, development, and happiness.

We are committed to building warm, trusting, and respectful relationships with all families, recognising the importance of shared understanding and cooperation.

### Our Approach

We take the following steps to build and maintain effective partnerships with parents and carers:

- **Welcoming Environment:**  
All children and families are warmly welcomed into the setting. Our staff are friendly, approachable, and committed to maintaining our homely and inclusive environment.
- **Staff Induction and Training:**  
All new staff receive thorough training to ensure they uphold our values and approach. They are expected to maintain confidentiality and respect family diversity at all times.
- **Clear Communication:**  
Families are given a comprehensive **registration pack**, and can request any copies of our policies and procedures. These documents help parents understand our setting and provide opportunities to share key information about their child.
- **Individual Online Learning Journeys:**  
Each child has a personalised digital learning journey that captures their development and progress throughout their time at nursery. These are regularly shared with families.
- **Ongoing Updates:**  
We provide daily feedback, termly newsletters, regular parent meetings, and annual family events to keep parents informed and engaged in their child's learning journey.
- **Respect for Diversity:**  
We respect all family structures, backgrounds, languages, and cultures. Our inclusive practice ensures that all parents feel valued and included.
- **Confidentiality and Information Sharing:**  
Parents can be reassured that all personal information is handled sensitively and stored securely. However, please note that in certain circumstances (e.g. safeguarding or medical emergencies), relevant information may be shared with appropriate professionals.

### Parent Responsibilities

To support effective partnership and the smooth running of the nursery, we ask parents/carers to:

- Inform the nursery of their child's absences or illness
- Update us with any changes to contact details or home circumstances
- Communicate any significant events that may affect their child's emotional or behavioural well-being
- Ensure timely payment of nursery fees





## Babysitting Policy

To protect staff, children, and the reputation of Sandcastle Nursery & Preschool Ltd, the following policy applies:

- **Employees are not permitted to babysit children who currently attend the setting.** This ensures professional boundaries are maintained and safeguards both practitioners and the setting.
- **If a practitioner chooses to begin a private babysitting arrangement with a family who uses the nursery, disciplinary action may be taken.**
- Staff must not share personal contact details with parents/carers. If this has occurred previously or becomes necessary, staff must maintain confidentiality and professionalism at all times.

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## Children's Parties and Playdates

We understand that children often form friendships and may be invited to each other's parties or playdates outside of nursery hours. In these situations:

- Staff may attend parties with their own children if invited, but **must maintain confidentiality and uphold professional standards.**
- Practitioners must not discuss any aspect of nursery life, staff, children, or families.
- Any **private arrangements** made between staff and parents (such as babysitting, playdates, transport, etc.) are **outside the responsibility of the nursery.**
- These arrangements must **not interfere with a staff member's duties or working hours.**
- Sandcastle Nursery & Preschool Ltd cannot accept responsibility for any health and safety concerns or other issues that may arise from such private arrangements.

