Clybiau Llywodraethwyr a Chylch Chwarae
Gresffordd Gresford
Governors' Clubs and Playgroup

Parent Engagement Policy

Equality Act Impact Assessment	YES	NO	Ionawr 2025
Last Review Date	May 2026		
Date to be reviewed	May 2027		
Date Adopted by Management Committee	10.06.2026		
Responsible Individual - Mr Richard Hatwood			
Chair of Management Committee – Mrs Jan MacDonald			

1. Purpose

The purpose of this policy is to promote active involvement of parents and carers in the care, education, and development of their children at GGCP. GGCP recognises the importance of partnership with parents and carers to support each child's well-being and learning. This policy aligns with relevant legislation, including the Children Act 1989, the Education Act 2002, and the Equality Act 2010, to foster a welcoming, inclusive environment that values the role of families.

2. Scope

This policy applies to all GGCP staff, trustees, volunteers, parents, and carers. It outlines strategies and procedures for parental involvement in the daily activities, decision-making processes, and overall development of the setting.

3. Policy Statement

GGCP is committed to:
- Building positive relationships with parents and carers to support children's holistic development.
- Encouraging open communication and feedback from parents and carers.
- Providing opportunities for parents and carers to participate in activities, events, and decision-making processes.
- Creating an inclusive environment that respects the views, backgrounds, and cultural practices of all families.

4. Legal and Regulatory Framework

This policy aligns with:
- The Children Act 1989 and 2004
- The Education Act 2002
- The Equality Act 2010
- The Data Protection Act 2018 (GDPR)

5. Principles of Parental Involvement

GGCP's approach to parent and carer involvement is based on the following principles:
- Respect: Recognising and valuing the primary role that parents and carers play in their children's lives.
- Communication: Providing clear, transparent, and regular communication between GGCP and families.
- Inclusion: Ensuring that all parents and carers, regardless of background or circumstance, feel welcome and able to participate.
- Collaboration: Actively seeking parent and carer input in decision-making processes and program planning.

6. Communication with Parents and Carers

GGCP ensures effective communication with families by:
- Welcome Pack and Induction: Providing a welcome pack to all new families, which includes information about GGCP policies, procedures, and daily routines. New families will be invited to attend an induction meeting to familiarise them with the setting.
- Daily Communication: Staff will share daily updates on children's activities, meals, naps, and progress. This can be done verbally, through notes, or using secure digital communication platforms.
- Regular Newsletters: GGCP will issue regular newsletters to keep parents and carers informed of upcoming events, curriculum updates, and important announcements.
- Parent-Staff Meetings: Formal parent-staff meetings will be held twice a year to discuss each child's progress, set goals, and address any concerns.

7. Involvement in Children's Learning and Development

GGCP actively involves parents and carers in their child's learning and development by:
- Sharing Learning Goals: Staff will share information about each child's individual development plan (IDP) and learning goals, inviting feedback and collaboration.
- Home Learning Activities: GGCP will provide suggestions for home activities that complement learning in the setting, encouraging continuity between home and playgroup.
- Parent Workshops: GGCP will offer workshops on topics such as early literacy, numeracy, nutrition, and positive parenting to equip families with additional skills to support their child's development.

8. Participating in GGCP Events and Activities

GGCP encourages parents and carers to participate in events and activities:
- Special Events: Parents and carers will be invited to attend seasonal events, celebrations, and outings with their children.
- Volunteering Opportunities: GGCP offers opportunities for parents to volunteer in activities such as reading to children, helping with crafts, or assisting with field trips.

- Fundraising and Social Events: Families are encouraged to participate in or support GGCP's fundraising activities and social events, building community connections and supporting the organisation's goals.

9. Inclusion of Parents and Carers in Decision-Making

GGCP values the input of parents and carers in decisions affecting the setting:
- Feedback and Suggestions: GGCP invites regular feedback from parents and carers through surveys, suggestion boxes, and informal discussions.
- Open Days and opportunities for parents and carers to attend the setting to meet staff and engage in their child's development.
- Policy Reviews: Parents and carers will be invited to provide feedback on policy reviews, particularly those impacting children's welfare, education, and daily routines.

10. Supporting Families with Additional Needs

GGCP is committed to supporting families with diverse needs:
- Inclusive Practices: GGCP is committed to inclusivity and will make reasonable adjustments to accommodate families' cultural, linguistic, and accessibility needs.
- Additional Support: GGCP will connect families with external resources or services, such as local health, education, or social services, as needed to support their child's well-being and development.
- Language Support: For families whose first language is not English, GGCP will make efforts to communicate in their preferred language or provide translated materials where possible.

11. Confidentiality and Data Protection

GGCP respects the confidentiality of all information shared by parents and carers:
- Data Protection: GGCP will handle all personal information in compliance with the Data Protection Act 2018 (GDPR), ensuring it is securely stored and only accessible to authorised staff.
- Confidentiality of Records: GGCP will not share personal information or child records with third parties without consent, except where required by law (e.g., safeguarding concerns).

12. Complaints and Concerns

GGCP is committed to addressing any concerns or complaints in a respectful, timely manner:
- Open Door Policy: Parents and carers are encouraged to approach staff with any concerns or complaints. Staff will listen and take appropriate steps to resolve issues.
- Formal Complaints Procedure: If a concern cannot be resolved informally, GGCP's Complaints Policy outlines steps for submitting a formal complaint. This process ensures that all complaints are handled fairly and transparently.

13. Review and Monitoring

GGCP regularly reviews its practices and gathers feedback from parents and carers to ensure that this policy is effective and relevant:
- Annual Policy Review: This policy will be reviewed annually by the Board of Trustees, considering feedback from parents, carers, and staff to ensure it meets the needs of families and complies with current legislation.
- Ongoing Monitoring: GGCP will evaluate its parent and carer involvement practices periodically, using feedback to make improvements.

14. Compliance with Legislative Requirements

This policy is designed to comply with:
- The Children Act 1989 and 2004
- The Education Act 2002
- The Equality Act 2010
- The Data Protection Act 2018 (GDPR)

15. Contact Information

For further information about this policy or to discuss involvement opportunities, please contact:
- Parent and Carer Liaison Officer: [Contact details]
- Chair of Trustees: [Contact details]