



# Policy for Parents/Carers

- We will keep all parents informed on how their children are progressing on a regular basis. 6 monthly assessments are carried out on each child with regular developmental observations.
- Parents are welcome to call or speak to an appropriate member of staff about their child at any time and key workers will brief parents on your child's day when they are collected.
- During the free 2 hour settling in session we ask for parents to stay for approximately half an hour to familiarise themselves with the environment, key workers and to complete our initial paper work where we can find out your child's like and dislike, sleeping and eating patterns to make their first days as relaxing as possible.
- Newsletters are produced a minimum of 6 times a year, which contains information on how the nursery is developing.
- We ask that all parents provide nappies for their children if they require them, and also a change of clothes which can remain at nursery in the child's room.
- For those potty training several pairs of pants and trousers will be needed, we will work with any techniques that you try at home to our best.
- Please label all clothes and shoes, whilst great care will be taken of children's belongings we cannot be held responsible for any loss.
- Please inform the nursery officer in charge if your child will be absent, normal nursery fees apply.
- For babies registered with Fairy Tales a daily diary will be provided to inform you of the day to day pattern of your baby whilst at nursery.
- A password or recent photo will be required if you intend for anyone who is not known to nursery staff to collect your child.
- On your child's first day at nursery please ask a staff member for a copy of the security door code to enable you to gain access into the nursery.  
To ensure we maintain security please do not hold the door ajar for following adults. The door code is changed throughout the year.