

PRECIOUS TIMES CHILDCARE SERVICES POLICIES OPEN DOOR

Statement of Intent

We believe parents / carers are the most important people in a child's life.

Staff at Precious Times aim to work in partnership with parents / carers to enhance and support children's development. We value them in their role at this very significant stage of development for their children. We encourage parents/ carers to be aware of our aims, policies & procedures.

We operate an open door policy where parents / carers are encouraged to share information with staff. Staff will share information about their child's development and achievements on a daily basis.

We promote this open door policy through out all the services we provide.

Parents/carers are always welcome any time to the setting.

Feedback from parents/carers is welcome & always important to us.

We can also be contacted via our email addresses; riverside@ptchildcare.co.uk and laceyacres@ptchildcare.co.uk alternatively we have a suggestion, comment, complaints box outside the office.

We regularly carry out surveys to assess the services we are providing & welcome any new ideas from parents / carers.

We promote parental involvement in settling in children to the setting.

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This policy was adopted at a meeting of Managers and Directors

Policy Revised Date	Revised By
1st August 2011	Mrs Kerry L Francis Miss Kerry L Whitney
20th August 2012	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki McKay
28th August 2014	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki McKay
30th November 2015	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki McKay
5th June 2018	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson