



A world in which Autism is celebrated.

Registered Charity No. 1152188

Partnership

56. Parental Involvement.

Policy statement

We believe that children/young people benefit most from our care when parents/carers and settings work together in partnership.

Our aim is to support parents/carers as their child/young person's first and most important educators by involving them in the full life of the setting. We also aim to support parents/carers in their own continuing education and personal development.

Some /carers are less well represented in some settings; these include fathers, parents who live apart from their children/young people but who still play a part in their lives as well as working parents/carers. In carrying out the following procedures, we will ensure all parents/carers are included.

When we refer to 'parents' we mean both mothers and fathers; these include both natural or birth parents as well as step-parents and parents who do not live with their children, but have contact with them and play a part in their lives. 'Parents' also includes same sex parents as well as foster parents and carers or grandparents.

'Parental responsibility' is *all the rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his property.*

Procedures

- Sunbeams has a means to ensure all parents/carers are included – that may mean we have different strategies for involving fathers or parents/carers who work or live apart from their children.
- Sunbeams consults with all parents/carers to find out what works best for them.
- Sunbeams ensures on-going dialogue with parents/carers to improve our knowledge of the needs of their children and to support their families.
- Sunbeams informs all parents/carers about how the setting is run and its policies through access to written information and through regular informal communication. We check to ensure parents/carers understand the information that is given to them.
- Sunbeams encourages and support parents/carers to play an active part in the governance and management of the setting.
- Sunbeams informs all parents/carers on a regular basis about their children's progress.
- Sunbeams involves parents/carers in the shared record keeping about their children, either formally or informally and ensure parents/carers have access to their children's, personal online 'Tapestry' account.
- Sunbeams provides opportunities for parents/carers to contribute their own skills, knowledge and interests to the activities of the setting.
- Sunbeams informs parents/carers about relevant conferences, workshops and training.
- Sunbeams consults with parents/carers about the times of meetings to avoid excluding anyone.
- Sunbeams provides information about opportunities to be involved in the setting, in ways that are accessible to parents/carers with basic skills needs, or those for whom English is an additional language.
- Sunbeams holds meetings at Sunbeams, which are accessible and appropriate for all.
- Sunbeams welcomes the contributions of parents/carers, in whatever form these may take.
- Sunbeams informs all parents/carers of the systems for registering queries, complaints or suggestions and check to ensure these are understood. All parents/carers have access to our written complaints procedure.

In compliance with the Welfare Requirements, the following documentation is in place:

- Admissions policy.
- Complaints procedure and Record of Complaints.
- Developmental records of children.

This policy was adopted on

20th April 2015

Policy updated

August 2025

Date to be reviewed

April 2027

Signed on behalf of the management committee

Name of Signatory Susan Carr

Role of Signatory CEO

Reviewed By	Date
Sue Carr	24/04/2024
Sue Carr	18/08/2025
Sue Carr	19/06/2026