

Policy 10.3

Fazeley Pre-school Working with other settings and agencies Policy

EYFS Enabling Environments, The Wider Context

As a setting working within the Early Years Foundation Stage, we may need to work with other settings that your child attends, for example, nursery settings and child minders, to ensure that your child benefits from 'joined up' working.

We will, with your permission, discuss with the other settings what activities they are currently planning for your child and will try to link this into our own practice and planning if possible. This will extend his/her learning and understanding. We will make available the development records that we make on your child to the other setting/s if required and will ask to see theirs on a regular basis. This will enable us to work as a team and provide real continuity for your child's development.

We will require parents to fill in a permission slip giving us the authority to share information with the other settings that their child attends.

'Effective communication between settings is key to ensuring that children's needs are met and there is continuity in their learning'
EYFS Enabling Environments, The Wider Context

Working in partnership with other agencies

We work also in partnership with local and national agencies to promote the well-being of all children.

Procedures

- We work in partnership or in tandem with, local and national agencies to promote the well-being of children.
- Procedures are in place for sharing of information about children and families with other agencies. These are set out in the Information sharing protocol, Safeguarding Children procedures and the Special Educational Needs procedures.
- Information shared by other agencies with us is regarded as third party information. This is also kept in confidence and not shared without consent from that agency.
- When working in partnership with staff from other agencies, we make those individuals welcome in the setting and their professional roles are respected.
- We follow the protocols for working with agencies, for example on child protection.
- Staff from other agencies do not have unsupervised access to the child they are visiting in the setting and do not have access to any other child(ren) during their visit.
- Our staff do not casually share information or seek informal advice about any named child/family.
- When necessary we consult with local and national agencies who offer a wealth of advice and information that help us develop understanding of issues facing us and who can provide support and information for parents. For example, ethnic/cultural organisations, drug/alcohol agencies, welfare rights advisors or organisations promoting childcare and education, or adult education.
- We seek to work alongside other settings that our children also attend. With parental permission, information is shared with these settings. A 'Link book' is used to send information regarding the child's development, interests and needs etc. We encourage the other setting to reciprocate.

This policy was adopted at a meeting of Fazeley Pre-school Committee on 16th April 2008 and reviewed at a meeting of Fazeley Pre-school Committee on 9th November 2016. It will be reviewed again in November 2018 unless it is considered necessary beforehand because of changes in legislation etc.

Signed on behalf of Fazeley Pre-school Committee

Maria Haden
Chairperson