



Elements Outdoor Learning Communication with Parents Policy

Aim:

At Elements Outdoor Learning (Elements) we want to ensure good connections with the parents and carers of the children who attend our setting. We believe open communication is key to building strong and trusting relationships and therefore we have devised the following methods to help achieve our goal.

Method:

Daily contact:

- Our friendly and approachable staff will be ready to meet and greet families on arrival at the setting. There will be time before the start of the sessions where parents/guardians/carers can speak with a member of staff with any relevant news or concerns related to their child.
- At the end of each session a member of staff will handover a brief description of the day and provide parents/guardians/carers with any necessary and relevant information.
- If you would like a formal meeting to discuss anything pertinent and/or of sensitive nature, please speak with the company director and this can be organised.

Recording and sharing:

- Staff members will take photographs of children with written consent and at times these will be uploaded to social media prior to photographs being deleted from devices. Parents/guardians/carers will be able to access this information and there will be an option to respond. Parents/guardians/carers are encouraged to share their thoughts and contribute their own observations, as well as any information, that may help Elements to plan and prepare activities that will be well suited to their child.

Planning:

- Many activities and sessions are child led with some activities pre-planned, with inspiration taken from nature, the seasons, the moon, community and world celebrations. Elements are big advocates for child centred learning and promoting autonomy and, therefore, staff will be constantly facilitating children to achieve their learning intentions throughout the day. The

staff at Elements are excellent at thinking on their feet, planning in the moment, questioning and setting fun and interesting challenges and, if deemed more appropriate, planned activities can be swapped for spontaneous child-led activities to better suit the children in the group that day.

- Elements encourage children to express their interests and encourage parents/guardians/carers to inform us of any changes to their child's interests as the weeks progress to aid us in building the bigger picture of your child's development and needs. Any recommendations for activities or games will be welcomed.

News Updates:

- If for any reason a session needs to be cancelled, an email will be sent out as soon as possible to inform parents/guardians/carers. Situations where this will be the case include:
 - dangerous weather e.g. consistent or dangerously high winds and/or thunder and lightning
 - unforeseen reduced staff numbers in which we will not be able to get replacement staff in time.
 - Government policy, e.g. relating to coronavirus.

This policy was adopted by

Elements Outdoor Learning

On

Date to be reviewed

12/26

Signed on behalf of the provider

Name of signatory

Saira Court

Role of signatory

Elements Leader