

Open Door Policy

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Askea Community Childcare Centre operate an Open Door policy. This gives parents/guardians formal and informal opportunities for communication and information sharing about their child. Parents are welcome to visit their child's room or speak with staff. Because of this flexibility parents are afforded the option of meeting in a quiet area if they would prefer.

Principle of Open Door Policy

This policy is underpinned by the Childcare Act 1991 [Early Years Services] Regulations 2016
Our Duty to Care 2002 and Children First National Guidelines for the Protection & Welfare of Children

Procedure for Open Door Policy

- Parents are informed by staff at Open Days and Registration
- Because parents bring their child to the room staff have the opportunity to remind parents of our Open Door policy and Settling in Policy
- Parent are welcome to share skills e.g. play an instrument, tell a story or share cultural traditions
- Through the informality of our Open Door policy there is an opportunity for staff to encourage parental involvement
- By having an Open Door policy we can act as a link for parents to access other services such as speech and language, psychological services and public health nurse etc.

This policy was agreed and adopted by Askea Community Childcare Centre.

Date: _____

Signed by _____ on behalf of management

This policy will be reviewed on 1st September 2017 in collaboration with staff and parents