

ABBOTS HALL OUT OF SCHOOL CLUB

PARTNERSHIP WITH PARENTS

We value our relationship with parents/carers and are committed to working in partnership with you to provide a quality play and care for your children.

We will:

- Welcome you at all times to discuss our work, have a chat or take part in our activities.
- Keep you informed of opening times, fee and charges, programmes of activities and changes to procedures.
- Be consistent and reliable to enable you to plan with confidence and peace of mind.
- Share and discuss your child's achievements, progress and friendships.
- Welcome parents to attend committee meetings.
- Ask your permission for outing and special events.
- Listen to your views and concerns to ensure that we continue to meet your needs.
- Provide details of the management structure of the club and the roles and responsibilities of all involved.
- Have available Copies of the club policies in the parent folder. These can be requested from the Club Manager.

What we ask of you:

- Complete a registration form yearly with details of your child.
- Update staff of any changes, contact details or medical information.
- Notify staff if you child is not attending a booked session at the club, either after school or Holiday Club.
- Notify staff if you will be delayed when collecting children from the setting.
- Help the club improve by attending committee meetings when you can.

Updated: May 2019