



Parent Involvement Policy

Queanbeyan and District Preschool Association recognises the importance of children's learning and the links between family, community, culture and place.

As a community based preschool organisation QDPA relies upon family involvement. There are endless ways for parents to be involved, including the following;

Program:

In providing a program that caters for each child, the staff will offer parents the opportunity to contribute suggestions and feedback on a regular basis. Programs will be displayed in all classrooms and individual developmental records are made available to parents at any time on request. Children's portfolio of work will be displayed in the classroom and are available to children and parents at any time. Daily posts on our confidential and secure Seesaw Parent App will keep parents informed about daily program experiences and projects the children are interested and involved in each day. Newsletters will be delivered each term via a paper copy which will be added to all parent information boxes. Staff will encourage families to share aspects of their cultural identity and other skills they may have.

Policies:

All family related QDPA Policies are available on our QDPA Web site www.qdpa.com.au for future and current families. A folder of QDPA Policies is available for parents to access in the entrance area of each preschool. Staff and Administration will provide parents with paper copies of any QDPA policy upon request. Policy folders are available to staff and families in each preschool classroom.

QDPA policies will reflect the partnership between staff and families, with parents being given the opportunity to participate in the ongoing development and review of policies through the P&C and QDPA Management Committees.

Parent Participation:

Parent participation has advantages for parents and for the preschools within the QDPA. For parents it provides an opportunity to see their children in a preschool environment – participating in groups, interacting with others, and being independent. For the preschool, the 'extra pair of hands' is always appreciated, and is a good way to foster the relationship between preschool and home.

When coming to visit for the first time, parents need to read and sign the 'Work Health & safety' Policies and Procedures folder for visitors.

Each QDPA preschool will have a list of ways in which parents can help in the classroom or across the preschool. Duties may include;

- Assisting with snack time and lunch.
- Assisting with writing names on children's work.
- Assisting with the cleaning up of art and craft activities/materials.
- Assisting with sorting out children's work at the end of the day.
- Sharing your culture, skills, interests, talents or knowledge.



Working parents who are unable to come to the preschool may like to consider the following;

- Have a partner, grandparent, babysitter or friend come to participate.
- Help out in another way – washing, covering books, gardening, offer another skill etc.

Fundraising:

QDPA depends on fundraising dollars to purchase additional equipment for all our preschools. The staff and parents at each preschool will organise their own centre’s fundraising. Parents are encouraged to contribute in any way they can – by suggesting, organising, or participating in a fundraising activity.

P&C Committee Meetings:

Our P&C Committee is made up of volunteer parents from across all QDPA preschools. All parents are invited, and encouraged to attend QDPA P&C meetings. Meetings are held once a month, commencing at 7.30pm. Meetings are held on a rotating basis at each of the QDPA preschools.

QDPA Management Committee:

The Queanbeyan & District Preschool Association Management Committee is made up of volunteers consisting of past parents, community members and existing parents. The election of Management Committee members occurs every two years at the QDPA Annual General Meeting, which occurs at the start of each year.

Statutory Legislation & Considerations:

- Education and Care Services National Regulations (2011)
- Children (Education and Care Services) National Law (NSW)
- National Quality Standards
- Early Years Learning Framework
- Privacy Act (2010)
- QDPA Management Committee Constitution
- Associations Incorporation Act (2009)

Quality Area 6:	<i>Collaborative Relationships with families and Communities.</i>	Date Approved:	June 2016
Quality Area 7:	<i>Leadership & Service Management</i>		
Scope of Policy:	<ul style="list-style-type: none"> ◦ Harris Park Preschool ◦ Karabar Preschool ◦ Waratah Preschool ◦ Jingera Preschool 	Next review:	June 2017
Drafted by:	Mandy Jackson <i>(QDPA Managing Director)</i>	Authorised by:	<i>QDPA Management Committee</i>