Family Member Involvement

**POLICY**

 Waratah All Year Care Centre welcomes the involvement of family members in the service. Family members/Guardians are invited to make any contributions to the program or suggestions for the running of the Centre and all input will be respected and encouraged

 Family members will be kept well informed about the running of the centre, any changes to the centre’s routines and about the child’s progress

**CONSIDERATIONS :** Reg 75 Information about the educational program to be

 kept available

 Reg 76 Information about the educational program to be

 given to family members

**PROCEDURE**

 Regular bimonthly newsletters will be available for all family members/guardians as well as any relevant notices or messages on the Notice Board.

 Newsletters may encourage family member/guardian involvement by asking for ideas, materials or family members help. Family members/Guardians are always reminded of the importance of communicating with staff if they have any concerns

 Family members/Guardians are welcome to ring throughout the day for updates on their child

 Formal and informal nights will be organised where staff and family members /guardians can meet and interact

 All family members/guardians and staff are encouraged to participate in committee activities

**DATE ENDORSED : July 2016**

**DATE TO BE REVEIWED: July 2018**