

11. PARENTAL INVOLVEMENT

11.1 The Committee



We are a registered charity and, under our constitution, we are required to have a Committee, which manages the Pre-School and allows us to fundraise in the community.

The Committee, as the employer, has three elected officers, Chairperson, Secretary and Treasurer, and up to 9 additional elected members. The Committee is elected each year at the Annual General Meeting (AGM). The AGM is open to the parents of all the children who attend the Pre-School. It is our shared forum for looking over the previous year's activities and shaping the coming year's plan.

The Committee is responsible for:

- managing the Pre-School's finances
- employing and managing staff
- making sure that the Pre-School has, and works to, policies that help it to provide a high quality service

11.2 Parental Involvement



Parents are regarded as members of our Pre-School who have full participatory rights. These include a right to be:

- valued and respected
- kept informed
- consulted
- involved
- included at all levels

We recognise that parents are the first and most important educators of their children. All of the staff see themselves as partners with parents in providing care and education for their child.



As Seer Green Pre-School is a community-based Pre-School run by a parent-led Committee, we are heavily reliant on the skills and time of our parents, carers and other volunteers. Membership of the Pre-School therefore carries expectations on parents for their support and commitment. We welcome parents' contributions to making the Pre-School a welcoming and stimulating place and there are many ways to get involved, all of which are greatly valued by our children and the staff.

In particular, we need volunteers to carry out some of our important regular 'housekeeping' tasks. This includes washing tea towels, buying fruit and vegetables for the children, and buying the cleaning products and toiletries.

We also use parent volunteers to go into Pre-School sessions and help with activities such as cooking, computers and gardening.

11. PARENTAL INVOLVEMENT continued



At our main events, we also ask for contributions of your time and goods, such as sandwiches or cakes for the Christmas Party, some time to help make teas and coffees at the Nativity play, donations of raffle prizes and help to man stalls at the Pre-School Fete. Volunteer and donation requests are usually via letters in pigeon pockets or by email, and sign-up sheets are pinned up on the notice board.

Experience has shown that the more involved parents get, the more our children benefit and the more fun we have as we work together.

11.3 Washing Up Rota



To help the Pre-School Staff spend their time with the children, rather than in the kitchen, the Pre-School runs a washing up rota. Parents/carers are expected to wash up two or three times per half term. The staff greatly appreciate this, and it benefits the children to have the staff spend longer with them.

Whilst every effort is made to accommodate requests as to which days are most suitable for your washing up duty, inevitably there will be some times that don't work for you. In these cases, please find another parent to swap with and change your session.

If you or your child's carer are not able to do this, then please email us so that we can make a note for future reference : seer.green.preschool@gmail.com.

11. PARENTAL INVOLVEMENT continued

11.4 Working parents



We recognise that some of our children's parents are at work during the day and therefore helping out and staying in touch with what is going on can be more difficult.

Your child's childminder, nanny or carer will pass on the letters and requests to you, plus you will receive emails from the Pre-School. However, if you feel that you would like more contact with the staff please contact the Pre-School Manager or your child's key person who will be happy to arrange for you to meet them or come in to Pre-School to visit.

There are several evening or weekend events in the year where you will be able to meet and get to know other parents. If you have some time to spare, then joining the Committee who meet in the evenings can be a great way to get more involved.



There are still many ways in which you can get involved and help with Pre-School activities, even if sparing your time in the day is difficult. There are often requests for donations (e.g.. crisps for the Christmas party, raffle prizes, etc) that can be shop bought and dropped off very easily, the Committee meets in the evenings so taking part in that is possible, plus helping with ad hoc requests that do not need to be done in the daytime such as producing flyers for events.

With regards to the washing up rota, your carer may be happy to carry this out on your behalf. Otherwise if you work part time then we will schedule your duty days to fit with this. Please contact the Operations Manager who co-ordinates the rota. If neither of these alternatives is possible then please speak to the Pre-School Manager.