**

**Working in partnership with parents/guardians policy template**

*This policy should be read in conjunction with the (parish/diocese/diocesan body/organisation)’s Communication Policy.*

Working in partnership with parents/ guardians helps to safeguard children. *(insert name of parish/diocese/diocesan body/organisation)* sees the welfare of children as paramount and therefore seeks to form positive relationships between clergy staff/volunteers and parents to encourage mutual trust and support.

Partnership with parents/guardians and families involves information sharing and consultation regarding all aspects of their child’s participation in *(insert name of parish/diocese/diocesan body/organisation).*

In order to foster positive relationships and a good working partnership between clergy/staff/volunteers and parents/guardians *(insert name of parish/diocese/diocesan body/organisation)* shall:

* Ensure that all clergy/staff and volunteers working with their child are introduced to parents/guardians;
* Provide parents/guardians with information leaflets on the organisation’s Child Safeguarding Policy;
* Make available to parents, via their website, all relevant policies and procedures;
* Ensure that clergy/staff/volunteers make themselves available to talk to parents/guardians informally on a regular basis;
* Allow parents the opportunity to visit their child’s activity from time to time;
* Regularly provide information on activities and events both verbally and in writing;
* Regularly provide feedback to parents on their child’s progress and participation.

The *(parish/diocese/diocesan body/organisation)* shall all encourage parents to:

* Ask questions about policies and procedures;
* Make suggestions or comments;
* Ask about their child’s experiences in the organisation;
* Talk to clergy/staff/volunteers about how their child is getting on in activities;
* Keep clergy/ staff and volunteers informed about family events/situations that may be causing children anxiety;
* Attend events organised by the *(parish/diocese/diocesan body/organisation)*.

It is essential that this working partnership is based on mutual respect and value so that if an occasion arises whereby a staff member or volunteer has a concern about a child, this can be discussed with parents.

Adopted by the Select Vestry on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_