Partnerships with families  
22nd March to 26th March 2021

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are reviewing:

* our effectiveness in sharing information we share information with our families about:
  + service operations eg our upcoming events/meetings, service philosophy, policies and procedures including updates to these, the regulatory framework we operate under, and the roles and responsibilities of our managers and staff
  + local community services that support parenting and family wellbeing. Please let us know if we can do more to keep you informed, or to support you in accessing family services
* reviewing our Orientation for Children Policy. A summary follows:

**Orientation for Children Policy**

* Orientation procedures help maintain continuity of care during transitions (eg home to Service)
* Orientation visits enable educators to establish relationships with children and their families and understand their needs, interests and abilities
* During orientation visits we will advise families what they need to provide, how we will communicate, and where to access information
* We will also advise parents of techniques to help their child settle in as soon as possible, and invite them to ring if they have any concerns
* We will plan ahead with families to ensure transitions between rooms or to school are positive experiences for children and families.

There is a copy of the policy near the sign in/out sheet. Please take a moment to read it. We value any feedback you may have.

Nominated Supervisor