Partnerships with families  
1 to 5 May 2023

Dear Families,

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

* reviewing how well we share information with our families about service operations and community resources that support parenting and family wellbeing. Please let us know if we can help you locate or connect with these resources or organisations. It’s part of what we’re here for - and all discussions will be treated confidentially
* reviewing our Orientation for Children Policy. A summary follows:

**Orientation for Children** **Policy**

The following is a summary of the 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. Policy includes steps in transition process.

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