1.3.3

Information for families
Families are informed about the program and their child's progress.

Week 10
2.4.2024

Section 9. **Management vs Leadership**
(Nominated Supervisor, Educational Leader, Room Leaders).

Room Leader

Aspect	Room Leader's Management Role	Room Leader's Leadership Role
Consistent Engagement with Families	Develop and enforce protocols ensuring regular, systematic communication with all families about their children's progress. Implement tools or systems like digital platforms or scheduled meetings for consistency.	Inspire and model effective communication strategies for the team, fostering an inclusive culture that values every family's engagement. Lead by example in maintaining high standards of interaction with families.
Individual Family Circumstances	Set up processes that identify and document the unique circumstances of each family, including their cultural backgrounds and specific needs. Ensure these considerations are integrated into the child's learning plans and progress reports.	Advocate for personalised approaches in engaging with families. Encourage educators to seek deeper understanding and connection with the families they serve, emphasising empathy and cultural competence.
Cultural Recognition	Implement strategies and resources that support cultural diversity, including bilingual resources, cultural competency training for staff, and celebrating multicultural events.	Champion the importance of cultural inclusivity and diversity within the service. Guide the team in understanding and appreciating the cultural backgrounds of the families and children.
Communication Preferences	Establish a system to capture and respect families' preferred methods of communication, whether it's through email, phone calls, face-to-face meetings, or digital platforms. Adjust communication protocols accordingly.	Promote flexibility and responsiveness in communication methods. Lead discussions on improving communication effectiveness and ensuring that the team is adaptive to families' changing preferences.
Accessibility and Understandability	Ensure all communication is clear, accessible, and understandable, taking into account language barriers, literacy levels, and digital access. Provide translations and visual aids where necessary.	Foster an environment where feedback on communication clarity is encouraged and acted upon. Motivate the team to constantly seek ways to improve how information is conveyed to ensure it is accessible to all families.
Engagement Strategies	Oversee the implementation of engagement strategies that encourage family participation in the educational program, including feedback loops and collaborative planning sessions.	Lead innovation in engagement practices, encouraging creative ways to involve families in their children's learning and development. Share success stories and challenges to promote learning within the team.
Reflective Practice	Implement regular reflective practice sessions with the team to evaluate the effectiveness of family engagement strategies, making adjustments based on feedback and observations.	Cultivate a reflective culture within the team, emphasising the importance of continuous improvement and professional growth. Facilitate reflective discussions that explore new ideas and perspectives.

1.3.3

Information for families
Families are informed about the program and their child's progress.

Week 10
2.4.2024

Section 9. **Management vs Leadership**
(Nominated Supervisor, Educational Leader, Room Leaders).

Educational Leader

Aspect	Educational Leader's Management Role	Educational Leader's Leadership Role
Consistent Engagement with Families	Create guidelines and a framework for educators to ensure consistent communication with families about their child's progress.	Mentor and inspire educators to value and prioritise regular communication with families, sharing best practices and innovative approaches.
Individual Family Circumstances	Develop a strategy for educators to identify and document each family's unique circumstances, ensuring these are considered in educational planning.	Encourage a culture of empathy and understanding, leading discussions on the importance of personalised communication and engagement strategies.
Cultural Recognition	Introduce initiatives and resources to support and celebrate cultural diversity within the service, such as cultural competency training.	Champion cultural inclusivity and respect, leading by example and encouraging educators to incorporate cultural perspectives into their teaching.
Communication Preferences	Implement a system for capturing and respecting each family's preferred communication methods and ensure educators are aware and compliant.	Promote adaptability and responsiveness among educators, encouraging them to tailor their communication methods to meet family preferences effectively.
Accessibility and Understandability	Ensure communication materials are accessible and understandable for all families, incorporating translations, visuals, and easy-to-understand language.	Foster an inclusive environment where feedback on communication is regularly sought and used to drive improvements, highlighting the value of clear, accessible communication.
Engagement Strategies	Coordinate the development and implementation of family engagement strategies, ensuring they are effective and meet the diverse needs of families.	Lead innovative thinking around family engagement, encouraging educators to explore new ways to involve families in the educational program.
Reflective Practice	Facilitate regular opportunities for staff to reflect on their communication and engagement with families, identifying areas for improvement.	Cultivate a reflective and continuous learning culture within the team, encouraging educators to critically assess their practices and strive for excellence in family engagement.

1.3.3

Information for families
Families are informed about the program and their child's progress.

Week 10
2.4.2024

Section 9. **Management vs Leadership**
(Nominated Supervisor, Educational Leader, Room Leaders).

Nominated Supervisor

Aspect	Nominated Supervisor's Management Role	Nominated Supervisor's Leadership Role
Consistent Engagement with Families	Establish policies and procedures that ensure all staff consistently communicate with families about their child's progress.	Lead by example in maintaining open, regular communication with families, setting a high standard for the team to follow.
Individual Family Circumstances	Implement systems for staff to record and consider each family's unique circumstances, ensuring tailored support and communication.	Advocate for a deep understanding of and sensitivity to the diverse needs and backgrounds of families, inspiring staff to personalise interactions.
Cultural Recognition	Oversee the integration of cultural competence into the service's practices, ensuring staff are trained and resources are available to support cultural diversity.	Embody and promote an ethos of cultural respect and inclusion, encouraging staff to celebrate and incorporate diverse cultures into the curriculum.
Communication Preferences	Set up a comprehensive system to document and meet families' communication preferences, ensuring all staff adhere to these preferences.	Encourage flexibility and innovation in meeting families' varied communication needs, motivating staff to seek out and adopt diverse methods.
Accessibility and Understandability	Ensure all communication with families is accessible, including providing materials in various languages and formats as needed.	Foster a culture of clarity and accessibility in communication, stressing the importance of making information understandable for all families.
Engagement Strategies	Develop and monitor engagement strategies that facilitate meaningful participation of families in their child's learning journey.	Inspire staff to create engaging, inclusive environments that invite family participation, sharing successful strategies and learning from challenges.
Reflective Practice	Mandate regular reflective practice sessions for staff to evaluate and improve their engagement with families, incorporating feedback for continuous improvement.	Lead reflective discussions that challenge staff to think critically about their practice, encouraging a culture of ongoing learning and adaptation.