

Code of Conduct for Parents and Carers

Date: September 2018

Review Date: October 2019

We are committed to ensuring that all children are safeguarded whilst in our care.
You can help us to maintain our responsibilities in the following ways:

Please do:

- Share information with staff on your child's development, health and wellbeing.
- Let us know if someone else is collecting your child and give them a password.
- Collect your child on time - if you are going to be unavoidably late then please contact the nursery to let them know.
- Ensure you can safely transport your child to and from the nursery using age appropriate car seat restraints.
- Feedback any suggestions and ideas to the nursery staff.
- Direct any worries, concerns or complaints to the Nursery Manager, arranging a meeting if required.
- Contact nursery to report your child's absence as soon as possible on the day.

Please refrain from:

- Shouting at, smacking or physically punishing your child (ren) or any other children whilst in the nursery.
- Using inappropriate language or displaying aggressive or threatening behaviour towards the staff, children and/ or other parents/carers either in person, on the phone or in writing.
- Collecting your child (ren) from nursery if you have consumed drugs, alcohol, medication or other substances that have affected your judgement or behaviour
- Discussing sensitive issues within earshot of your child, other children or adults.
- Taking photos or videos of any child, including your own as this is a serious safeguarding matter.
- Using your mobile phone whilst on the nursery premises, this is not allowed as it is again a safeguarding matter.

**Thank-you for your co-operation,
From the Newton Westpark Nursery Team.**

Management Signature:

Date: