



**GLEBE HOUSE
SCHOOL**

Dear Parent/Carer

When you first start at Glebe we explain the importance of sharing of information between home and nursery to ensure we are meeting the needs of each child individually, so they feel secure as quickly as possible and can be happy and thrive enabling them to reach their full potential whilst they are with us. We now feel that we should formally request this information, so there are clear guidelines as to what information parents are happy to share and what they are not. Therefore we would be grateful if you could circle either Yes / No if you are happy/not happy for the below information to be shared.

- All About Me Books with your children’s friends, nursery staff and other parents if your child chooses to share their book with them whilst in nursery Yes / No

- All About Me Books with future teachers who may visit from our own reception class or other local schools of choice Yes / No

- SEN(Special Educational Needs) in order to provide your child with continuity of quality care between other agencies it may be necessary to share SP’s (Support Plans), Care Plans (for medical needs), Progress Reports etc with external colleagues from time Yes /No

- Progress Reports with shared settings (e.g. a child attending other settings as well as ours) and Leaving Reports with future settings of your choice Yes / No

- Share information on the telephone with other settings which the the child attends or with external agencies such as Speech Therapists, Physiotherapists, health visitors, Early Childhood and Family Service Advisors & Early Years Advisors etc Yes / No

We recognise that parents/carers have a right to know that information they share will be regarded as confidential, unless they have agreed to the above statements. However you will be aware if you have read our Safeguarding Policies on our website that all nurseries have a duty to report Child Protection Concerns, without parents/carers consent to protect children from harm or neglect.

Many thanks for taking the time to complete this form, if you have any queries please do not hesitate to speak to me.

Best wishes

Name of child:

Name of child:

Parent Sig:

Date:

Susie Pull
Nursery Manager

