

## Information for Families

**A secure framework applied consistently helps children build up positive patterns of behaviour.**

- There is no smoking allowed in or around the Children's Centre.
- Parents and Carers must ensure they complete a registration form on their first visit and sign in on each subsequent visit.
- Children's Centre policies and the Fire Drill are on display please take a moment to read them.
- Risk assessment has been put in place for each session however parents are responsible for their own children's safety and we would hope that a caring community ethos ensures the safety of all the children at the centre.
- All visitors should be aware that their own friendliness, care and courtesy towards others provides a positive model for the children.
- During all stay and play sessions please ensure your children use equipment appropriately and encourage them to take part in the organised activities, playing alongside where appropriate.
- Please ensure that if you take a photo of your own child enjoying an activity you do not include other children in the background without the explicit permission of the other parents.
- There will be no shouting or raising of voices in a threatening way. Please refrain from swearing or using inappropriate language.
- Please respect social, cultural or disabled diversity. Racist remarks will not be tolerated and should be reported to The Children's Centre Manager.
- Children must be supervised at all times whilst on the premises; The Children's Centre is not registered as a care facility. If you require a member of staff to watch your child because you are speaking with another Health or Jobcentre professional please make arrangements in advance to ensure someone is available.
- Care should be taken to praise and endorse child behaviour, which is seen as desirable, such as kindness, good manners and willingness to share. Adults must ensure that any child, who has been asked to wait for a turn, receives a turn and is praised for his/her patience.
- Adult handling of behaviour problems should be developmentally appropriate, respecting individual children's level of understanding and maturity. Please speak to The Children's Centre staff if you would like to further develop your skills in behaviour management.
- Children are encouraged to access the resources and toys which are of interest to them but please ensure that you help them tidy away afterwards, all rooms should be left in a clean and tidy readiness for the next group.
- We would encourage you to become more involved in the overall running of the Children's Centre and your input would be really welcomed at our Termly Advisory Board meetings; please speak to the Centre Manager or see our notice board for the date of the next meeting.