

## **Parent/Carer Separation**

### **Our policy for Parent/Carer Separation:**

#### **We believe:**

Parent/Carer Separation can affect children and families well-being. It is important for children to have consistency and support at nursery during this time. It is our duty to provide this and ensure that all matters relating to the child are dealt with in a fair and equal manner between both parents. We are not here to take sides with parents only to act in the best interest of the child.

Were outside agencies are involved it is our duty to ensure the child's safety and well-being is at the centre of this and we follow guidance outside agencies to the best of our ability whilst keeping the child at the centre of this.

Parent's have a duty to inform us of any changes of circumstances.

### **Our procedures for Parent/Carer Separation:**

#### **We support this by:**

- Ensuring that if the existing contract with ourselves and the parents is signed by both parties, we issue a new contract that is agreed with both parents.
- Where a contract has only been signed by one parent we check that all details are correct and issue a new contract if anything needs to be changed.
- We will speak to both parents to seek clarification on who should receive notification of any issue's that any issue's that may arise whilst the child is in our care i.e an accident and this will be added to the contract and our online system Family.
- Should social service's and/or a HMRC Court be part of the proceedings surrounding the parents separation and the care of the child/children, we will seek copies of any court proceedings that effect who can and cannot have contact and/or pick up and drop of the child at nursery.
- Where requested by both parents we will send copies of all relevant information such as the child's learning journey throughout the child's time with us and when they leave our care.

**Staff will support this by being professional and independent at ALL times.**