**Working In Partnership**

**with Others Policy**

Written by: Alice Mcpherson Date: 16.07.2021

I am committed to developing strong relationships with other professionals and agencies involved in children’s lives, to support their learning and to promote safeguarding and child protection.

**EYFS requirement 3.67** – *Providers must enable a regular two-way flow of information between providers if a child is attending more than one setting.*

I inform parents about the requirement in the EYFS to liaise with other settings and professionals who might be involved in their child’s care and, as appropriate, I will –

* Approach other settings / professionals to find out if and how they are prepared to work with me – for example – letters, telephone conversations, emails etc;
* Provide other settings / professionals with details about the main themes, activities and celebrations children are involved with when they are with us;
* Talk to the child’s key person about what they enjoy doing at the other setting;
* Complete forms or documents for other professionals or agencies on request;
* Take an active interest in what the child does at the other setting and use the information to complement their learning and development experience.

The kind of information I might share includes –

* The name and date of birth of a child with the local children’s centre and on funding forms;
* Behaviour concerns which are occurring across settings;
* Emergency information with my emergency care childminder;
* Health or allergy information to keep the child safe;
* The child’s progress, to ensure activities and routines offered complement each other across settings.
* Information given to the Police, Local Safeguarding Children Board, Health Visitors, Doctors, Social Care etc in an emergency – this list is not exhaustive.

If you have any questions about my Policy / Procedures or would like to make any comments, please ask.

Signed: Review date: