**Open Door Policy**

We encourage parents to visit their children in Cairdeas any time they wish. We believe that working together will have a beneficial impact on the overall learning and development of the child.

Parents are encouraged to visit the centre whenever they wish. We understand parents may be anxious about leaving their child especially when their child is settling in. We have a settling in policy whereby parents are free to stay with their child in the room for as long as they wish initially. We encourage parents to gradually leave their child to allow them to settle. Parents can stay in the centre if they wish for the first few settling in hours.

We actively encourage parents to visit their child’s room to join their play for a ‘stay and play visit’; they may wish to read for their child’s class; or talk to the children about their work or hobby.

If parents have a concern or worry, we ask that they make an appointment to speak to a member of the management team so that we can arrange a meeting at a time convenient to both parties.

February 2023