



## Key Workers in Early Years

Dear Parents,

In Early Years we aim to build positive relationships with your child to help them to learn to be strong and independent. We provide stimulating and enabling environment, to help their learning and development. We want to make them feel they belong and that we are sensitive to their needs, feelings and interests. We also want them to feel that we set clear boundaries and that this will help them feel secure. In Early Years a Key worker is the member of staff who has an extra responsibility for your child in class. You may remember that they were noted on the front of your 'Welcome to School' booklet and we have been putting up pictures of the children and which member of staff they are allocated to outside the classroom, as a display.

Your child's key worker can be contacted by you to discuss any matter that may be concerning you about your child. It might be a health issue you need to let school know about or something at home you would like to discuss, so staff are aware if your child might be unsettled in class. All conversations are confidential to the Early Years Team.

The Key Worker system is slightly different in school, as the class teacher is responsible for your child's education and any specific matters about this should still be directed to them but for all other matters you are very welcome to discuss it with your child's key worker (who will be the class teacher for some of the children)

We collect observations of your child at play throughout the year. This helps us decide on activities we can provide for your child to go with their interests and what they are capable of at home, where they often operate very differently to school, especially in the early days. Your child's key worker would be delighted to hear about any successes they are having at home, either mastering a new skill or an important milestone, such as a new baby in the family, learning to swim or ride a bike without stabilisers. We can add this information to their scrapbooks if you send it in or you are welcome to borrow the book (which is kept in Reception) to add this yourself, as it is very much meant to be a shared document. Please just let us know if you need it. Key workers also focus on Personal and Social Education with their children, through games, circle time and other activities, which will allow staff to work with your child in a smaller group.

You can of course speak to any member of staff if the Key Worker is not available or leave a note for them to contact you. Any member of staff you feel comfortable with will naturally help you and your child if there is ever an issue. We do hope you will feel the above information is useful. If you have any questions please do not hesitate to ask.

EY Team