

Open Door – Policy QO182

1. AIM

Children and their Families feel a sense of belonging and know they have a place at Ōtātara. The families of all children should feel that they belong and are able to participate in the Centre (Te Whāriki).

2. STATEMENT

Ōtātara Children's Centre, EIT, is committed to embracing the families/ whānau and the general community within the Centre.

3. INVOLVEMENT WITH THE CENTRE

- Whānau and other community guests are welcome to visit children at the Centre.
- Parents/Caregivers/Whānau are encouraged to spend time in the Centre with their child/ren. This is especially important during the child's transition into the centre. This will help to settle the child/ren into the Centre environment and routine and to become familiar with the people here. We hope that whānau members will develop a sense of belonging at Ōtātara and a trust in us to provide quality care and education for their tamariki.
- We welcome any whānau contribution of time, expertise or skills and enjoy opportunities to learn more about individual family values and traditions.
- Parents/Caregivers/Whānau are invited to join us at the centre and to express their views, ideas, concerns, feedback etc. in a variety of ways, including but not limited to:
 - Informal or formal communication with staff/management
 - Via the complaints procedure/policy
 - Reading and contributing to children's profiles
 - Parent/teacher interviews
 - Annual parent survey
 - Open days
 - Whānau evenings
 - E-mail
 - Text
- Breast-feeding mothers are encouraged and supported to feed their children at the Centre.

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Please refer to the electronic source (QMS) for the latest version.