

Quality Area Six: Collaborative Partnerships with Families and Communities Policy



Policy statement

The purpose of this policy is to articulate Affinity Education Group's commitment to establishing and maintaining meaningful and genuine partnerships with families and to be completely connected to communities. Affinity Education supports Bronfenbrenner's ecological systems theory which states that a child does not develop alone but is influenced by the interactions and environments surrounding them including families, friends, communities and education and care services.

Families are children's first teachers and are the closest and most important influence on the child's development. Their cultures, traditions, lifestyles and values contribute to the child's sense of belonging and self-image as well as future developmental and educational outcomes. These wonderful attributes also contribute to the culture of the centre.

Affinity Education Group refer to 'families' rather than parents due to the diversity and individual make up of families in our communities. All families are different and have different experiences and expectations. Educators will acknowledge and respect the uniqueness of all families and communities and create a welcoming and accepting environment where families can feel a sense of belonging.

By establishing and maintaining an open and trusting relationship, families and educators can work together, share expectations and engage in shared decision making which all contribute to quality outcomes for each child. Families' opinions matter and will always be sought about all aspects of the education and care environment. Community perspectives will also be represented in the centre and children will have opportunities to relate to, engage with and reflect upon community links and events, including embedding local indigenous histories and Reconciliation.

At Affinity, we believe that child safety is everyone's responsibility. We are committed to upholding the safety, rights and wellbeing of all children and promote a culture of child safety with a zero tolerance approach to child abuse and harm. Affinity ensures the Paramountcy Principle is applied in all aspects of our work. All decisions and actions related to the operation and delivery of education and care services must prioritise children's safety, rights and best interests above all other considerations.

Associated procedures to assist in implementation:
6-P1 Enrolment and Orientation
6-P2 Arrivals, Departures and Collection
6-P3 Family Engagement
6-P4 Equity and Inclusion Procedure
6-P5 Confidentiality and Privacy
6-P6 Complaints
6-P7 Family Code of Conduct and Termination of Care

Information relating to this policy, associated procedures and related forms is communicated throughout the service using a variety of methods including, but not limited to:

Policy folder, Promapp, newsletters, emails, family handbooks, noticeboards, signs and displays, memos, educator meetings, in-service professional development opportunities, phone and face to face conversations.

Links to Education and Care Services National Law Act 2010 (section) and Education and Care Services National Regulations 2011 and WA 2012 (regulation) including Amendment Regulations	
Section 172	Offence to fail to display prescribed information
Section 175	Offence relating to requirement to keep enrolment and other documents
Regulation 73	Educational programs
Regulation 74	Documenting of child assessments or evaluations for delivery of educational program
Regulation 75	Information about the educational program to be kept available
Regulation 76	Information about educational program to be given to parents
Regulation 80	Weekly menu
Regulation 86	Notification to parents of incident, injury, trauma and illness
Regulation 99	Children leaving the education and care service premises

Responsible	Nominated Supervisor, Centre Team		
Accountable 1	Chief Operating Officer	Accountable 2	Nominated Supervisor
Consulted	Compliance Team, Policy Committee, Operations	Date approved	May 2026
Informed	All staff, students, volunteers, families	Date to be reviewed	May 2027
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Regulation 102, 102AAB, 102AAC	Authorisation for excursions; Safe arrival of children policies and procedures; Risk assessment for the purposes of safe arrival of children policies and procedures
Regulation 111	Administrative space (centre-based services)
Regulation 157	Access for parents
Regulation 168 (2)(k)	Policies and procedures are required in relation to enrolment and orientation
Regulation 171	Policies and procedures to be kept available
Regulation 172	Notification of change to policies or procedures
Regulation 173	Prescribed information is to be displayed
Regulation 177	Prescribed enrolment and other documents to be kept by approved provider
Regulation 181	Confidentiality of records kept by approved provider
Regulation 183	Storage of records and other documents

Version Control	Date	Author	Description of Change
V4.16	April 2016	AEG	New policy
V1.17	January 2017	AEG	Revision
V2.18	February 2018	AEG	Scheduled review
V2.19	February 2019	AEG	Scheduled review
V2.20	February 2020	AEG	Scheduled review
V2.21	February 2021	AEG	Scheduled review
V2.22	February 2022	AEG	Scheduled review
V2.23	February 2023	AEG	Scheduled review
V12.23	December 2023	AEG	Added RACI and definition
V2.24	February 2024	AEG	Scheduled review
V2.25	February 2025	AEG	Scheduled review
V6	May 2026	AEG	Scheduled review- added child paramountcy principle

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