



Factsheet for Families

Sharing information about your child

As parents and family members you know your child better than anybody else. The educators in your child care service usually only get to know your child in the service environment. Sharing information about your child's interests and experiences outside of care helps educators to get to know your child better. This assists them to individualise planned routines and experiences for your child.

Sharing information and stories about your child's life outside of care is also a good way to build a strong relationship and partnership with the educators who work with your child. However, it is up to you to decide what information you would like to share and who you'd like to share it with – you should never feel obligated to talk about things that you would prefer to keep private, or that make you feel uncomfortable. If you choose to share information that you want to be kept confidential, or only made known to certain key people who work with your child, make sure that you explain this clearly to the educator you talk to.

What is helpful information to share with educators?

- Your child's experiences and activities outside of care, such as a visit to the zoo, a trip to visit friends or relatives or a holiday
- Your child's interests at home, such as a hobby or sport
- Special events happening at home, such as a visit from a relative or friend, the arrival of a new baby or a family celebration
- Cultural or religious activities or rituals that your family observes
- Events or circumstances that may be challenging the family such as the illness or death of a family member, friend or pet
- Things that may be worrying your child outside of care, and the things you do to comfort your child if they are upset or anxious
- Your child's achievement of new skills such as taking their first step, saying their first word or learning to use the toilet
- Special health, medical or other requirements of your child.

To share information about your child, please speak to:

or telephone:

How can you share information about your child with educators?

An informal chat with educators at the start or end of the day is often the easiest and most effective way to share information about your child. However, if this is not practical, other options that may be available at your service could include:

- Jotting notes in a daily diary
- Writing information in a two-way communication book
- Having face-to-face meetings or telephone conversations with educators
- Emailing information
- Completing surveys or questionnaires.

How will educators use the information that you share with them?

The educators at your child care service will record some of the information that you share about your child to help them:

- Plan a learning program for your child based on their interests and experiences
- Adapt routines and activities to meet your child's requirements
- Settle your child into care or help them to cope with any issues that are troubling them
- Talk with your child about the things that interest them
- Help your child's peers to learn about your child's interests and achievements outside of care and vice versa.