



CONSULTATION POLICY

At Heretaunga Kindergarten we value and respect whānau contribution to the decision- making process. We have a genuine interest in consulting to seek other perspectives prior to making final decisions and taking action wherever and whenever possible.

- We will ensure that issues/things that affect our whānau/kindergarten and tamariki are consulted and clearly communicated in a variety of ways when possible to those concerned, setting a realistic timeline for feedback.
- Take to Parent Support Team and/or whānau and Community.
- Identify many ways to consult, e.g. questionnaire, grafitti board, 1-5 scale, oral submissions/feedback.
- Allow whānau/community, PST realistic time to reply
- Once consultation process is completed we will make a decision within an agreed time frame.
- We will ensure decisions are communicated to all concerned parties through a variety of ways, e.g. notice board, newsletter, orally, email, whiteboard.
- Where consultation is impossible because a decision needs to be made quickly, we will give an explanation for the decision and the lack of consultation and in writing if possible. This will be a last resort only.

Date of Adoption: 30/7/09

Reviewed and Approved: 30/7/09

Next Review: 30/7/11