



(Charity No: 1023883)

Settling in Policy

We want children to feel safe and happy in the absence of their parents. We want the children to recognise other adults as a source of authority, help and friendship to be able to share with their parents afterwards the new learning experiences enjoyed in the pre-school.

In order to accomplish this we will:

- Encourage parents to visit the pre-school with their children during the weeks before an admission is planned.
- Introduce flexible admission procedures, if appropriate, to meet the needs of individual families and children.
- Make clear to families from the outset that they will be supported in the pre-school for as long as it takes to settle their child.
- Reassure parents whose children seem to be taking a long time to settle in to the pre-school.
- Introduce new families into the group in a staggered basis, for example two new children a day for a week rather than ten new children all at once.
- Encourage parents, where appropriate to separate from their children for brief periods at first, gradually building up to longer absences.
- Children cannot play or learn successfully if they are anxious or unhappy. Our settling in procedures aim to help parents to help their children to feel comfortable in the pre-school, to benefit from what it has to offer, and to be confident that their parents will return at the end of the session.