



Bear Flat Pre School

Registered charity no: 1066705

Ofsted registration no: 133007

Settling In Policy

Statement of intent

We want children to feel safe, stimulated and happy in the pre-school and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well being and their role as active partners with the Pre-school.

Aim

We aim to make the pre-school a welcome place where children settle quickly and easily because consideration has been given to the individual needs and circumstances of children and their families.

Methods

Before a child starts to attend the pre-school, we use a variety of ways to provide his/her parents with information. These include written information including our prospectus, parent pack and policies.

During the term before a child is enrolled, we provide opportunities for the child and his/her parents to visit the Pre-school.

When a child starts to attend, we work with his/her parents to decide on the best way to help the child to settle into the Pre-school.

We allocate a key person to each child and his/her family.

We recognise that each child will settle into the group in their own way. We aim to work with parents/carers to ensure that this happens as smoothly as possible for them.

We advise parents that, once the child has started it is usually best to depart quickly (but always say goodbye) as delays can sometimes cause a child to become upset. We will reassure the child and involve them in an activity.

We will phone parents/carers if their child becomes very distressed and we are unable to console them. Parents/carers are welcome to phone during the session to see how their child has settled.

If a child finds the session too long, we recommend they do a shorter session, increasing in length as they settle in.

If they have a favourite teddy / toy / blanket etc we suggest they bring it along with them.

Policy Adopted on Behalf of the Pre-school Committee by:
(Chairperson)

Date: