

Settling in Pre-school Policy

We want all children in our care to feel safe and happy in the absence of their parents, to build relationships and friendships with their peers and other adults. Learn new experiences in a warm, secure and loving environment. We also want parents to feel welcome and involved from the beginning. The pre-school recognizes that all children are individuals and have individual needs. We ensure that all children including those with special educational needs have access to a broad, balanced and purposeful early year curriculum.

In order to accomplish this, we aim to create a partnership with parents and children in the following ways:

1. By creating opportunities for the exchange of information with the child's keyworker, using among other resources a copy of the pre-school's prospectus and a shared approach to the registration form and personal profile form. Although all staff are always available to talk to parents we do stress the importance of parents exchanging information or concerns with the keyworker this is to ensure the keyworker is informed first hand.
2. By encouraging parents to come in with their child and visit twice the week before they start.
3. By ensuring plentiful opportunities for parents to inform the keyworker about their children's current achievements and interests.
4. By introducing flexible admission procedures, if appropriate, to meet the needs of individual families and all children including children with special educational needs.
5. By making clear to families from the outset that they will be welcome and supported in the pre-school for as long as it takes to settle their child there. Which may include extra visits if needed.
6. By reassuring parents whose children seem to be taking a long time settling into the pre-school.

7. By encouraging parents, where appropriate, to separate from their children for brief periods at first, gradually building up to longer absences. This may include shorter sessions the first week if the keyworker feels it appropriate.

Children cannot play or learn successfully if they are anxious and unhappy. Our settling procedures aim to help parents and children to feel comfortable in the pre-school, and to ensure that children can benefit from what the group has to offer and feel confident that their parents will return at the end of the session/day.