

Settling In Policy

Policy rewritten July 2018

Parents / carers who reserve a place for their child at The Old School House Nursery will be required to spend time with their child at the setting, prior to the child being left here with us.

Parents / carers of young babies and toddlers, are encouraged to visit the setting as often as they can prior to the planned uptake of their place. When you visit you will be invited to spend time with other children and the practitioners who will be caring for your child when you leave. *These visits are really important as they provide the opportunity for your child to become used to the setting, the different noises and faces and also provides you with the opportunity to get to know the staff and for you to build a trusting relationship with them.*

During the three weeks before your child's start date, you will be asked to visit on specific days and during your visits we will ask you to complete a baby profile or an "all about my child" document, telling us all about your child's likes, dislikes, and their preferred routine.

You will also be asked to leave the room for short periods, to enable your child to come to understand that we will take care of their needs when you aren't there. The length of these absences will increase with each visit until you and your child are both confident and happy.

Parents of older children, who may join us in the main nursery, are also encouraged to visit us once they have lodged their registration form. You should pop in with your child and remain at the setting, providing an opportunity for your child to explore the setting and begin to make friends with their peers and the team of staff who will be caring for them. During these visits, your child will usually gravitate towards their preferred adult, who will become a key part of your child's buddy team. Two weeks before your child's official start date, you will be asked to visit on specific days.

During these visits we will ask you to complete an "all about me/my child" form, which provides opportunities for you to share information about your child, their likes and dislikes and strengths and weaknesses. We will share discussions with you about this form and it will then be used as a basis for future observations and development assessment. (Please see two year old check policy).

Once we have this information, we will invite you to leave your child with us for a short time, either by leaving the room, or by leaving the building. Your periods of absence will increase with each visit until both you and your child are happy, relaxed and confident about the setting.

Children do sometimes "wobble" and ask for you, so please, rest assured that if this happens and your child becomes distressed, if we are unable to comfort them, we will telephone you to either ask for your advice or to ask that you return to nursery. We will then work together to help to them settle.