

Settling in

Downside Preschool aims for children to feel safe, stimulated, happy and to feel secure and comfortable with all staff. We want parents to have confidence in both their children's well being and their role as active partners, with the child being able to benefit from what the Preschool has to offer.

We aim to support parents and other carers to help their children settle quickly and easily by giving consideration to the individual needs and circumstances of each child and their families.

The preschool staff will work in partnership with parents to settle their child into the environment by:

- Doing a home visit before the children start at the preschool.
- Allocate a key person, who will attend the home visit to start to form attachments. The key person welcomes and looks after the child and his/her parents during the settling in period, and throughout his/her time at the pre school, to ensure the family has a familiar contact person to assist with the settling in process
- Providing parents with relevant information regarding the policies and procedures.
- Encouraging the parents and children to visit the preschool.
- Planning settling in visits and introductory sessions if needed dependent on individual needs, age and stage of development
- Welcoming parents to stay with their child during the first few weeks until the child feels settled and the parents feel comfortable about leaving their child. Settling in visits and introductory sessions are key to a smooth transition and to ensure good communication and information sharing between staff and parents
- Reassuring parents whose children seem to be taking a long time settling into the preschool
- Have a staggered start if children are having difficulties settling.
- Encouraging parents, where appropriate, to separate themselves from their children for brief periods at first, gradually building up to longer absences
- Reviewing the nominated key person if the child is bonding with another member of staff to ensure the child's needs are supported
- Respecting the circumstances of all families, including those who are unable to stay for long periods of time in the preschool and reassure them of their child's progress towards settling in

Covid 19

We are aware that some children may need some time to settle into preschool. If this is the case we will work with individual families to meet their child's needs.

This policy was adopted on	1 st September 2023
Signed on behalf of the pre school	Julie Russell
Date disseminated to staff	1 st September 2023
Date for review	September 2024