

Settling in Policy

In the weeks prior to the planned admission of the child/ren, parents are invited and encouraged to visit the setting. Through spending time with their children and us, the parents will feel at ease when leaving their child to go back to work, also the child will become familiar and confident in their new environment.

All families are welcome to come and support their child/ren for as long as it takes, in order to settle into their new routine. Our "stay and play" sessions offer parents to bring their child into nursery at different times of the day, to ensure that the child can get to know us and we get to know them, and to settle into our nursery routine which will work alongside their own.

Sleep and feeding times are an important time of a child's day, so bringing children in at these times will help them to settle easier. A meal can be requested by parents so that their child can eat with us on that day. We ask that parents request a meal before 10am on the day so the kitchen can prepare the meal.

The parents may wish to separate from their child for brief periods at first, then gradually increasing their time of absence. Parents are not charged for this kind of "stay and play" settling in session, once parents feel comfortable to leave their child/ren parents are then offered one half day session for free to settle in their child to the nursery.

Other settling in sessions will be charged at the full rate this means that parents have the opportunity to bring their child to the setting for an am/pm or full day session and leave them in our care and ratios.

To help with the settling in we establish a daily routine, as routines play a central role in children's lives and it is through repetition and expectation of what will happen next that they increase in confidence. Children need to have security, as this will help them settle in and make friends. Parents are asked to fill out a daily routine sheet for their child prior to starting to enable the staff to meet the child's individual needs during their time in nursery.

A child's routine will be written by parents and the child's keyworker. This has things such as what time the children may sleep, have a bottle, etc, along with their likes and dislikes. This helps the practitioners provide comfort and reassurance whilst settling in.