

Nursery Days/Kids Days Settling in



We aim for children to feel safe, stimulated and happy in the nursery and to feel secure and comfortable with staff. We also want parents/carers 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 nursery has to offer.

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

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

- providing parents/carers with relevant information regarding the policies and procedures of the nursery
- encouraging the parents/carers and children to visit the nursery during the weeks before an admission is planned
- planning 2 settling in visits and introductory sessions (lasting approximately 1 ½ hours). These will be provided free of charge over a one or two week period
- welcoming parents/carers to stay with their child during the first few weeks until the child feels settled and the parents/carers feel comfortable about leaving him/her. Settling in visits and introductory sessions are key to a smooth transition and to ensure good communication and information sharing

- reassuring parents/carers whose children seem to be taking a long time settling into the nursery
- encouraging parents/carers, where appropriate, to separate themselves from their children for brief periods at first, gradually building up to longer absences
- allocating a key person to each child and his/her family, before he/she starts to attend. 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 nursery to ensure the family has a familiar contact person to assist with the settling in process
- respecting the circumstances of all families, including those who are unable to stay for long periods of time in the nursery and reassure them of their child's progress towards settling in
- children will not be taken on an outing from the nursery until he/she is completely settled.

This policy links to:

EYFS Unique child

1.2 Inclusive practice

1.4 Health and wellbeing

EYFS Positive relationships

2.1 Respecting each other

2.2 Parents as partners

2.3 Supporting learning

2.4 Keyperson

EYFS Statutory requirements – Adults looking after children must have appropriate qualifications, training, skills and knowledge

ECERS-R and ITERS

Interaction

Parents and staff

Every child matters

Be healthy

Enjoy and achieve

This policy was adopted on 24th August 2009

Signed on behalf of the nursery:

Date for review: August 2010.

