

HILLSIDE PRESCHOOL

Charity n° 1019979

Settling in Preschool Policy and Practice

We want children to feel safe and happy in the absence of their parents, to recognize other adults as a source of authority, help and friendship and to be able to share with their parents afterwards the new learning experiences enjoyed in the pre-school.

Staff aim to provide an inclusive, safe, secure, caring and stimulating environment. Where each child is valued as an individual, is offered the same opportunities to encourage self confidence, independence and positive self esteem.

In order to accomplish this, we will:

1. Encourage parents to visit the pre-school with their children during the weeks before an admission is planned. To gain information verbally and in written form. Try to join session where the child will be with the group they will be with.
2. Reassure parents whose children seem to be taking a long time settling into the pre-school.
3. Introduce flexible admission procedures, if appropriate, to meet the needs of individual families and children
4. Introduce new families into the group on a staggered basis, for example two new children a day for a week rather than 10 new children all at once.
5. Make clear to families from the outset that they will be supported in the pre-school for as long as it takes to settle their child there.
6. All children are allocated a key worker from their first day at preschool. However all staff are responsible for ensuring each child is settled at preschool.
7. A discussion with the parent and child will take place regarding the child's likes, dislikes and allergies.
8. We are aware that each child is unique and all have differing needs.

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

This policy will be monitored and evaluated at staff meetings. It will be reviewed annually by the leader and management committee, unless new legislation or an incident occurs which requires an immediate review of the policy.

Signed on behalf of Hillside Preschool

Date 2nd March 2013