



Setting Stones Pre School

Settling Policy

Parents are encouraged to spend a session with us before they start to allow everyone to get to know each other and our daily routines.

Information from home will be used to plan activities that the child will settle at.

We like to know what toys and activities that your child enjoys at home.

Parents are asked to stay with their child until they and staff are happy that the child is ready to be left.

Parents can stay as long as they want, whenever they want.

Children can bring in any comforter, dummy, cloth, teddy or toy to help them to settle, please tell us if they have a pet name for it.

We have a key worker system to support every child but other staff will also get to know each child to ensure that there is always someone the child is comfortable when their key worker is absent.

Children who are upset will be supported by a member of staff.

We prefer it if you say goodbye to your child.

If a child becomes upset when parents leave we will try to distract them through play, reading and reassurance.

If a child becomes really upset we will contact the parent so they can come back to pre-school and stay for the rest of the session.

When children are very unsettled when a parent leaves we will support the child while their parent does tasks in the kitchen and then short shopping trips gradually lengthening their time away to build the child's confidence.

We will sometimes request that the parent or carer leaves something on view so the child knows that it will be returned for, such as a bag or coat.

Parents are welcome to phone during the session to check on their child.

We will keep parents informed of how their child's has settled and are always available to discuss parents concerns and worries.

Parents are encouraged to join our committee and get to know other parents and children

**THIS POLICY WAS ADOPTED AT A MEETING OF THE
PRE SCHOOL HELD ON (DATE).....**

SIGNED ON BEHALF OF THE PRE SCHOOL.....

Reviewed January 2011 vc