

Settling into Pre-school Policy

Statement of intent

We want children to feel safe and happy in the pre-school and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's wellbeing and their role as active partners with the pre-school.

Aim

We aim to make the pre-school a welcome place where children settle quickly and easily because consideration has been given to the individual needs and circumstances of children and their families.

Methods

- Before a child starts to attend the pre-school, we use a variety of ways to provide his/her parents with information. These include written information (including our prospectus and policies), displays about pre-school activities, information days and individual meetings with parents.
- During the half term before a child is enrolled, we provide opportunities for the child and his/her parents to visit the pre-school.
- When a child starts to attend, we work with his/her parents to decide on the best way to help the child to settle into the pre-school.
- We use the pre-start visits and the first session at which a child attends to explain and complete with his/her parents the child's registration records. We give parents a New Parent pack with information about the Pre-school and ask them to fill in and return the permission slips and information sheets.
- Within the first four weeks of starting we discuss with the child's parents how they are settling in.
- We make it clear from the outset that parents will be welcomed and supported in pre-school for as long as it takes to settle their child.
- We reassure parents whose children seem to take a long time to settle, and devise strategies with them to overcome this.
- We introduce new children to the group on a staggered basis when a number are starting at the same time.
- We have a flexible admissions procedure to meet the individual needs of families and children.

This policy was adopted at a meeting of the Tisbury Pre-school Committee held on

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Signed..... Position

Date.....