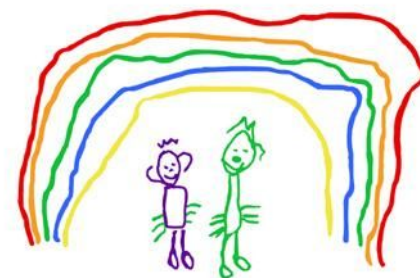


Settling in Preschool Policy

Statement of Intent

We want children to feel safe, stimulated and happy in the preschool and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well-being and their role as active partners with the preschool.



Magdalen Gates
Preschool

We aim to make the preschool 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.

- Before a child starts to attend the preschool, we use a variety of ways to provide his/her parents with information. These include written information (including our handbook and policies), displays about pre-school activities, and individual meetings with parents, garden open day in May, website and All about Me sheet to fill in.
- In certain circumstances we offer a home visit by the person who will be the child's key person, to ensure all relevant information about the child can be made known.
- When a child starts to attend, we work with his/her parents to decide on the best way to help the child settle into the pre-school. Detailed observations are carried out in the first 4 weeks to create starting points to inform planning for individual children.
- A parent or carer may stay with their child for their first session if necessary.
- We allocate a key person to each child and his/her family, before she/he starts to attend. The key person welcomes and looks after the child and his/her parents at the child's first session.
- After half a term we hold key person meetings for parents where we explain the learning journey process

Policy Updated September 2017