

EXPLORERS POLICY AND PROCEDURES

Name	Settling- in Policy and Procedure
No. of pages	1

We want children to feel safe and happy in the absence of their parents/carers and to recognise other adults as a source of guidance, help and friendship.

We also want to be able to share with parents/carers, the new learning experiences enjoyed in Explorers by their child.

In order to accomplish this, we will endeavour to:

- Encourage parents to visit the pre-school with their children during the weeks before the admission is planned.
- Introduce flexible admission procedures, if appropriate, to meet the needs of individual children and families.
- Make clear to families from the outset that they will be supported in the pre-school for as long as it takes their child to settle.
- Reassure parents whose children seem to be taking a long time to settle.
- Introduce new families into the group on a staggered basis (e.g. two new children per session per week rather than all new at once).
- Encourage parents/carers, where appropriate, to leave their children at Explorers for brief periods at first, gradually building up to longer absences.

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

This policy was adopted at an Explorers committee meeting held on

Date: 15/07/2022

Approved by:

Kelly Groves – Chair Person

Anna Swinburn - Supervisor