

Settling In/Child Induction Policy

Meynell Kindergarten aims to work in partnership with parents/carers to settle the child into the group environment to ensure they feel safe, secure and comfortable with staff and their surroundings.

We aim to give consideration to the individual needs of children and families and give confidence to parents, enabling them to feel comfortable that the needs of their child will be met.

- Information will be provided to parents through a variety of media, including; website, closed face book, parent notice board, policies and procedures, committee newsletter, information sessions and individual meetings.
- Following enrolment, children and parents/carers will be invited to visit for settling sessions.
- A key people will be allocated to each child and the family prior to the child starting at the session *(or after a period of the child settling in, depending on what meets the needs of the individual child)*.
- The settling sessions will be used to introduce the possible key persons, complete registration forms, and introduce the child and parents/carers to the policies and procedures of the setting.
- Parents will be invited to join their child for short settling sessions and then leave children for short settling sessions.
- On their first session children will be introduced to the staff members, to other children and shown around the rooms in the setting.
- Introduce flexible admission procedures, if appropriate to meet the needs of the individual families and children.
- Make clear to families from the outset that they will be supported in the kindergarten for as long as it takes to settle their children.
- Where appropriate, encourage parents to separate from their children for brief periods at first, gradually building up to long absences.
- Children will be comforted and distracted if they become distressed.
- Regular discussion will take place with parents around their child's progress and how their child is settling in. These will be based on relationships with staff and peers, participation in activities, familiarity with routines and the whereabouts of resources and equipment.

Meynell Kindergarten recognises that some children settle more easily than others and strive to recognise and meet the needs of all children and families.

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

This policy has been adopted by Meynell Kindergarten