**MC900236632[1]**

**Red Barn Community Pre-school**

**Settling in to Pre-school Policy and Practice**

**Statement of intent**

We want children to feel safe and happy in the absence of their parents. To recognise other adults as a source of friendship and help and be able to share the new learning experiences enjoyed in the pre-school with their parents afterwards.

To accomplish this we will:

Arrange a pre-visit with the key person at the pre-school in order to gain an insight to the child’s background; likes and dislikes; current developmental levels and any additional needs they may have e.g. dietary requirements, medical needs etc. This also allows the child to become familiar with pre-school staff, children and environment.

We will provide parents with an information pack to take home. This will give them all the information they require about starting at preschool.

Make clear to families that they will be supported for as long as it takes to settle their child.

Reassure parents whose children are taking longer to settle and work with the parents to find strategies to make the transition easier for their child

Arrange pre-visits and start dates on a staggered basis.

Encourage parents to separate from their children for brief periods and build up to longer absences when ready.

Our settling in procedures aim to help parents to ensure their child feels comfortable in pre-school and to be confident that their parents will return at the end of the session.

This policy was adopted at a committee meeting of Red Barn Pre-school held on:

Date:

Signed on behalf of the Management Committee

Role of signatory (e.g. chairperson etc.)

This policy was reviewed on: