



Settling-in Policy

STATEMENT OF INTENT

Covid-19 adjustments to policy from September 2020

Little Fishes Preschool has been unable to offer home visits during the summer. Little Fishes Preschool will offer parents an hour Stay and Play session with their child outside in the pre-school garden. The Key Person will be available to talk to the parent and spend some time with the child. If any further settling in is required we will work with the parents or carers to find a way forward. This may be more sessions in the preschool garden with parent, shorter sessions or other acceptable ways. If a parent absolutely needs to come into the setting in order to settle a child they will be asked to sanitise their hands and wear a face covering. We will endeavour to have the child's Key Person available, where this is not possible other staff will pay particular attention to any child struggling to settle. We will be honest with parents if a child is struggling and work with them to find solutions.

Little Fishes Pre-school aims to make all children feel happy and safe in the absence of their parent/carer and to part from them with confidence and security. We support each child as an individual with their own needs, and employ a tailored settling-in strategy for each child.

- Parents are encouraged to visit the pre-school for a stay-and-play session before admission.
- Home visits are offered to enable children to meet their keyworker on 'safe' territory prior to starting, to gather information from parents and discuss any parental concerns.
- Parents are asked to complete an 'All about me' book to support settling in.
- Flexible admission procedures and strategies are employed to assist settling in, for example, parents staying or shorter sessions.
- An individual plan with agreed strategies with parents is employed for children having prolonged difficulties settling. Staff work closely with parents to ensure that both parents and children are supported throughout this process however long it may take.
- Where applicable, if a child attends another setting as well as Little Fishes Pre-school, we will seek the parents' permission to liaise with the other setting about the child in order to ensure consistency for the child's well-being and development.



Policies and Procedures

Section 17

Date policy adopted / reviewed _____

Signed on behalf of the management committee _____

Name and position of signatory Denise Smith, Chair

Policy review date June 2020

I have read and understood the policy:

Signature

Print Name:

Date:

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Policies and Procedures

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