



**St Peter's Pre-School Policies and Procedures  
2014**

## **24. Settling In**

We want children to feel safe and happy in the absence of their parents, to recognise other adults as a source of authority, help and friendship and to be able to share with their parents afterwards the new learning experiences enjoyed in St Peter's Pre-School. We also want parents to feel welcome and involved from the beginning.

In order to accomplish this, we aim to create a partnership with parents in the following ways:

- By creating opportunities for the exchange of information.
- By ensuring plentiful opportunities for the parents to inform the pre-school about their children's current achievements and interests.
- By introducing flexible admission procedures, if appropriate, to meet the needs of individual families and children.
- By making clear to families from the outset that they will be welcome and supported in the pre-school for as long as it takes to settle their child there.
- By reassuring parents whose children seem to be taking a long time settling into the pre-school.
- By encouraging parents, where appropriate, to separate from their children for brief periods at first, gradually building up to longer absences.
- By making available to all new parents/carers copies of the pre-school policies and procedures.

Children cannot play or learn successfully if they are anxious and unhappy. Our settling procedures aim to help parents and child to feel comfortable in the pre-school, and to ensure that children can benefit from what the group has to offer and feel confident that their parents will return at the end of the session.

This policy was adopted at a meeting of the Pre-school held on ..... (Date)

Signed on behalf of the Pre-school: ..... (Chairperson)