

## **Settling In Policy**

At Stepping Stones Pre-School we want all children to feel safe, secure and happy. We aim to make it a welcoming place where children settle quickly and easily because we know that each child is individual and we work hard to meet their individual needs.

### **Induction**

Families are invited to visit the setting and arrange their induction in the term before they start and parents and carers will be asked to bring in any relevant documentation and information. This is an opportunity for them to become familiar with the setting, discuss the best way to help them settle into the pre-school and flag up any issues before they start such as toileting and medical care plans.

### **Settling In Period**

We respect that each child is an individual and will settle in different ways and at different paces. The key person will work closely with the child and their family to support each child during the settling in period. Sometimes children may find it difficult to separate from their parents and become distressed. If this happens the child will be given support from their key person until settled or the parents asked to stay until their child is ready to let them go. For this reason, we ask that parents are available during the settling in period if their child needs them to stay or to return.

We will always contact parents to let them know their child has settled and we are happy for parents to contact the pre-school.

We allow children to bring in items of comfort and feel they can help to provide a useful transitional object between home and pre-school.

At the end of the session we share with parents and carers things that have happened during the session such as achievements, enjoyments and behaviour. We also take photos of their child's first week for their Learning Story.

### **Learning Story Drop In**

All families are invited to meet their child's key person after they have attended a half term to look through their Learning Story. The key person will share with them a Learning & Development summary of their child's progress in the prime areas of the EYFS with a focus on the characteristics of effective learning. The parents can ask questions and exchange information about their child's learning and development at home and at pre-school.