

## **Settling in Nursery**

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 the Nursery. We also want parents to feel informed and relaxed from the beginning.

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

- by creating opportunities for the exchange of information, using among other resources a copy of the Nursery's prospectus and a shared approach to the registration form. Please also refer to our website.
- by ensuring plentiful opportunities for parents to inform the Nursery about their children's current achievements and interests. We discuss this at story / circle time and register.
- by encouraging parents to visit the Nursery with their children during the weeks before an admission is planned. We provide to new parents either during a visit or by email a, guideline to parent's letter, a combined "All About Me" form, Diary dates, Parent Consent form and a Parent partnership Agreement for completion to help us know more about their child together with details of our website. We also provide a claiming form if applicable to secure your funding and a new "Family Tree" form.
- by introducing flexible admission procedures, if appropriate, to meet the needs of individual families and children.
- by reassuring parents whose children seem to be taking a long time settling into the Nursery.
- as a result of the new funding, all children can start at the same time but some parents may decide to start at a different time relevant to them. All staff are on site in order to manage this and help with transition.
- by encouraging parents, to feel free to discuss any queries, concerns with staff.

Children cannot play or learn successfully if they are anxious and unhappy. Our settling procedures aim to help parents and children to feel comfortable in the Nursery, 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.

## **Entering nursery**

On arriving at the Nursery, it is the responsibility of the parent to ensure that you see your child through the side door into the small foyer. In this area there are trolleys in which to put in your child's, book bags, lunch boxes and ruck sacks. You will also notice some milk crates, and these are for you to place your child's named water bottle.

Once your child enters the main hall, a member of staff will be there to help remove any outdoor clothing and hang them up on the hooks provided.