



Abbey Wood Grange Day Nursery

Settling into Nursery Policy

Going to nursery can be a big step for both the child and their parent, therefore we wish to support the family by offering a settling in period.

Essential to any settling in is the welfare and emotional stability of the child, which is why we encourage parents to come into the nursery and spend some time before the child is taken into the care of the staff team. Also, we recognise that it is vital for parents to share with the staff, their knowledge about their child's individual needs, likes, dislikes and routine.

Key Person

Every child attending the nursery will have a key person. This member of staff will have special responsibilities for working with a small number children and for developing a genuine bond with the child and their parents.

The key person helps the baby or child to become familiar with the setting and to feel confident and safe within it. We believe that when children feel happy and secure in this way they are confident to explore and try out new things, and so get the most out of the nursery day. The key person will work with the parent to complete the entry profile during the settling in period and after be responsible for the development & learning record.

The settling in sessions

The following is a guideline for settling in, however we understand that children are individuals and therefore we are flexible in the way parents wish to introduce their child to the nursery.

The first visit will last for around two hours with the parent accompanying their child throughout this time. There will be an opportunity to meet the staff team in the room, have a play and get a feel for the environment. Parents are encouraged to talk to staff, this enables your child to see there is a relationship developing between the adults. Please bring a favourite toy or comfort object for your child to have. At the end of this first session parent & child will leave together.

On the second visit, if both the parent and child are happy & ready then your child can be left in the care of the nursery. For this session we suggest you leave your child for around two hours.

The above is a guide, some children settle into a new environment with ease, others children may need more re-assurance. Sometimes it's parents who benefit most from the settling in visits. Whatever the case please be re-assured that staff will support your child and family when joining our nursery.

Internal use only

Last updated/reviewed	Signed on behalf of the nursery	Date disseminated to staff
<i>February 2014</i>		