



SCALLYWAGS PRE-SCHOOL, HALWILL

**SETTLING IN TO PRE-SCHOOL
Policy and Practice**

1. At Scallywags Pre-School, we want the 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 pre-school.
2. In order to accomplish this, we will:
 - encourage parents to visit the pre-school with their children before they are left unaccompanied
 - introduce flexible admission procedures, if appropriate, to meet the needs of individual families and children
 - make clear to families from the outset that they will be supported in the pre-school for as long as it takes to settle their child there
 - reassure parents if their child appears to be unsettled at any time
 - if necessary, introduce new families into the group on a staggered basis, for example two new children a day for a week rather than 10 new children all at once
 - encourage parents, where appropriate, to separate from their children for brief periods at first, gradually building up to longer absences
3. Children cannot play or learn successfully if they are anxious or unhappy. Our “settling in” procedures aim to assist parents in helping their children to feel comfortable and relaxed within our pre-school, to benefit from what the pre-school has to offer and to be confident that their parents will return at the end of the session.

This policy was originally adopted at a meeting of Scallywags Pre-School on 20 May 1997, and reviewed at meetings on 17/6/99, 16/11/10 and 8/10/13.

This policy was amended and re-adopted at a meeting of Scallywags Pre-School on 13 November 2017.

Signed on behalf of Scallywags Pre-School

[SIGNED BY ELLE WALPOLE, CHAIR, 13/11/17]

If you require clarification of any part of this policy, please speak to the Administrator.