

SETTLING IN POLICY

Principles

At Ballymagee we believe that a smooth transition between home and nursery is necessary to ensure children feel safe, happy and secure.

Statement of Intent

We recognise that beginning Nursery can be an anxious time for both parent and child and therefore we will endeavour to make the settling in process a positive experience, in which we will work in close partnership with parents, offering support and guidance.

Procedures

It is very important to us that your children settle well from the beginning. For this reason your children are admitted in small groups. We do appreciate that many children have already attended playgroup, day care or another nursery setting, and that for some this will be their first experience of leaving mum or indeed the immediate family circle. As this will be a new learning environment and a new staff team with new routines to learn, we settle the children gradually allowing each child time and space to become familiar with these new surroundings. The length of time and the size of group will increase gradually until all 26 children are settled well. If for some reason, your child does not settle within these planned times, every effort will be made to accommodate their individual needs, working in partnership with you.

We ask you to stay with your child for at least the first 2 days. This gives us the opportunity to share important information with one another. This arrangement is very important to us as it gives you the chance to see for yourself how our nursery school operates, the range of resources, equipment and activities we offer and how your child can learn through play.

- ❖ Parents are invited to an information meeting in the Summer term prior to starting. The aims of the school are outlined and starting dates and times given.
- ❖ Parents and children are invited at the start of the Autumn Term for a visit. This gives opportunities to meet the staff and other families starting nursery this year.
- ❖ After the first few days, parents are welcome to stay for a few minutes to settle their children. Please let the staff team guide you.
- ❖ Parents must ensure they return at the agreed time.
- ❖ If your child is anxious or upset the staff team will:
 - Reassure your child that mum/dad will return soon;
 - Aim to interest/distract them at an activity;
 - If they cannot be comforted after 10/15minutes we will contact you.
- ❖ Children may bring a comfort toy from home in the early days and keep it in their personal box in the entrance hall.