

Settling In Policy

Little Learners promote a happy, safe and fun environment. We recognise this period is the most precious time of your child's life. It is also a very emotional time for parents/families/guardians.

Our aim is:

- Parents/guardians are invited to visit the nursery to see the routine and what we offer as a nursery (This is a good opportunity to ask questions)
- At your initial visit to Little Learners you will receive a follow up email, which will give you links to our prospectus, terms and conditions, policies and procedures, and sample of our menus, and if you decide you would like your child to join the Little Learners family, We send over the deposit invoice and once that has been paid, we send over the registration forms from our app called Nursery In a Box. Near to your child's start date, we book in your child's settling in sessions.
- We also can-do home visits if requested.
- At the settling sessions we recommend that parents stay for the first one, this is a great opportunity for you to get to know your child's key worker and they will ask you about your child and their routine and we complete an integrated assessment to gain your child's starting point..
- With offering these visits it helps to settle your child in, it will ease them in slowly; you get to use four 1 hour settling in sessions.
- All children are different, and some children settle more quickly than others. Some children cry and some do not. Either way it is perfectly normal as some children have strong attachments and some are very confident with new people.
- All children have their own key person who will work closely with a group of children. A key person plans activities for their own groups, Millie, Roxy, Grace and Charlie in the Bunnies 0-2yrs, Kirsty, Sophie, Tracey, Ruby and Che in the Hedgehogs 2-3yrs and Stacey, Ellie, Sara, Loren, Freya and Amber in the Squirrels 3-4yrs and Tracey for the breakfast club and afterschool club.
- We also have Jazz as our main SENCO.
- We require your child attends for a minimum of 2 sessions per week as this helps to settle in your child more quickly. A child has no concept of time so the more frequent a child attends the quicker it becomes a normal part of their routine.
- We work very closely with parents/guardians when settling in your child. If your child becomes very upset and we feel we need to contact you to ask you to come and join in the session with your child and if you feel after the four settling sessions your child needs a bit more time then we can arrange some more settling in sessions or introduce them slowly by doing shorter sessions to be begin with
- All parents/guardians will be introduced to all staff during the settling in period.
- Once your child has started their sessions parents are more than welcome to call the nursery and speak with their child's key worker to see how they are getting on as many times as you need to, we will also update you on the app.

Children cannot play or learn successfully if they are anxious or unhappy. So hopefully with our settling in period your children will feel happy, secure and comfortable when starting our nursery.

This Settling Policy was reviewed January 2025 by Vicky George Manager V. George

Proofed and updated By Elaine Burnett Managing Director

Next review: January 2026