



Worstead Pre-school

Queen Elizabeth Hall – Ruin Road – Worstead – Norwich – Norfolk – NR28 9WH

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Charity Number: 1041749

SETTLING IN PRESCHOOL POLICY

We want children to feel safe and happy in the absence of their parents and carers to recognise other adults as a source of authority, help and friendship and to be able to share with their parents and carers afterwards the new learning experiences enjoyed at Preschool.

To accomplish this, we will:

- Encourage parents and carers to visit the Preschool with their children during the weeks before admission is planned.
- Offer a home visit to new families should they wish it.
- Introduce flexible admission procedure, 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 Preschool for as long as it takes to settle their child there.
- Encourage parents and carers where appropriate to separate from their children for a brief period at first, gradually building up to longer absences.
- Promote easier settling of children with parents and carers help, by them leaving promptly once they feel their child is settled and the parent and carer has told their child they are going.
- Reassure parents and carers whose children seem to be taking a long time settling into Preschool.
- Accept comfort items/soothers to help children settle, but these are not to be the responsibility of Preschool.

Children cannot play or learn successfully if they are anxious and unhappy. Our settling procedures aim to help children to feel comfortable in the Preschool, to benefit from what it has to offer, and to be confident that their parents and carers will return at the end of the session.

Name:	Clare Gwilliam
Position:	Pre-school Manager
Name:	Hayley Pilkington
Position:	Committee Chair
Date:	1 st September 2022
Date for Review:	31 st August 2023