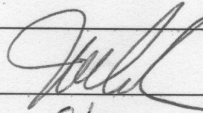

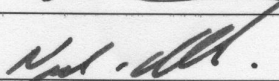


## Settling In Policy

Presented to	Date	Signature
School Management Team	9/5/14	 (Chair)
Collegiate	9/5/14	 (Facilitator)
Trustees	9/5/14	 (Chair)

### 1. Settling in period

- 1.1. The settling in period is the time before a child joins the nursery and is an opportunity for them to visit with their parents/carers in order to get to know the staff, children and routines.
- 1.2. We encourage as many visits as is necessary for the individual child. This will be decided between the parents/carers and staff members before the visits.
- 1.3. The visits will be based around the needs of the individual child. This will decide the length of time for each visit and for how long the parents/carers will stay or leave the child.
- 1.4. If, during the visits, or after the child has begun their time at nursery and is still settling in, the parents/carers are welcome to phone the nursery to check all is well. If the child is struggling to settle, the parents/carers will be contacted.