



Settling in the Pre-School policy

We want the children to feel safe, happy and stimulated whilst in our care. We also want the children to recognise that adults are a source of guidance, help and friendship. We want to encourage the children to share with their parents/guardians the new learning experiences they have enjoyed in our Pre-School.

In order to accomplish this, we will:

- Make the setting a welcoming place to come.
- Allocate every child a key person. (As set out in the welfare requirements of the Early years foundation stage).
- Work actively with the parents/ guardians to support their child/ren during the settling in period.
- Reassure and work with parents/ guardians whose child/ren seem to be taking a long time to settle into Pre-School.
- Stagger the admissions of the new children to ensure maximum support.

At Tandridge Village Pre-School we feel that children cannot play and learn successfully if they are anxious and unhappy. Our settling in procedures aim to help parents/ guardians to help their child/ren feel comfortable in the Pre-School, benefit from what we have to offer and be confident that they will be collected by their parents/guardians at the end of the session.

This procedure has been adopted by Tandridge Village Pre-School Committee.

Signed on behalf of the Pre-School:

Date

This procedure will be reviewed: Autumn 2025

(Unless there is a change in legislation or with direct guidance from an educational body)

Staff Signatures:

Date: