

**Settling in Policy**

On the completion of the Nursery/parent or carer contract we will offer convenient dates and times for a home visit and for room visits. These will consist of parent or carer/child visits of approximately an hour in the room, followed by a visit with the parents or carers staying for the first 30 minutes or so and then leaving the room.

This is flexible and is worked out on consultation with said parents and what they require.

We provide a “all about me” questionnaire which covers most aspects of the child’s home life.

We would also encourage parents or carers to provide special cuddlies/toys/comforters for agreed periods of time. During this period, we would ask parents or carers to carefully give us home routines, of babies particularly, so that we can work alongside these routines.

At this stage parents/carers will be introduced to the child’s buddy who will get to know their child.

We are very glad to take any phone calls from parents during these early stages to enquire about their child’s settling in. At the beginning you will also receive extra pictures via ClassDojo to show the progress and give a detailed hand over at the end of the day.

September 2019

Signed: G.Owers