



Settling in policy

Once a child has a confirmed place, a settling-in process begins.

The term before the child is due to start, they are asked to spend a session in the morning/afternoon with their parent/carer, with us, to get to know our routine and staff. You will be introduced to your child's key person who will be monitoring your child's development.

Once they start Rainbow, which may be a staggered start, parents are encouraged to bring their child into the group and settle them at an activity with a member of staff. Once settled, they inform their offspring that they will go. Depending on individual children, staff might ask a parent to collect earlier than the designated finishing time for several days. Each child is treated as an individual; therefore, no formal settling-in process is adhered to. If you feel your child may feel more secure by bringing in a special toy, please feel free to do so. However, we cannot accept any responsibility for lost toys.

Parents who are anxious about their child are reassured by staff and given information about their child's activities and welfare whilst in the group. A reassuring call is made to parents who have had a traumatic separation at the start of the session. In extreme circumstances, whereby a child cannot be consoled or distracted, the parent is contacted to return.

We do appreciate that not all children are completely toilet trained and are happy to discuss your child's needs individually. However, in extreme circumstances a parent may be called to assist a child who maybe in distress. We are happy to change nappies/ pull ups

and do keep a small supply of toileting equipment. We will issue you with a draw string bag which we will name for you to keep a supply of nappies, wipes, bags, pants etc. for us to use. Nappy changing takes place on a changing mat in the toilets, with a member of staff suitably attired (in gloves and apron).