



# Footsteps Nursery

## Settling In

### Statement of intent

We want children to feel safe, stimulated and happy in the Nursery and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's wellbeing and their role as active partners with the Nursery. We offer an open door policy at Footsteps meaning parents/carers are welcome to stay until they feel their child/ren have settled.

### Aim

We aim to make the Nursery a welcoming place where children settle quickly and easily because consideration has been given to the individual needs and circumstances of children and their families.

### Methods

- Before a child starts to attend the Nursery, we use a variety of ways to provide his/her parents with information. These include written information, our information about us booklet and policies, displays about nursery activities, information days and evenings and individual meetings with parents.
- We will offer a home visit, to ensure all relevant information about the child is known
- During the half-term before the child is enrolled, we provide opportunities for the child and his/her parents to visit the Nursery.
- When a child starts to attend, we work with his/her parents to decide on the best way to help the child to settle into the Nursery.
- We allocate a key person to each child and his/her family, before he/she starts to attend; the key person welcomes and looks after the child and his/her parents at the first session.

Approved by the Governing Body at its meeting on:	28th November 2018
Chair of Governors signature:	
Date:	
Review date:	Autumn 2019