



Settling In and Transitions for Children Policy

Legal Framework:

Children Act 1989, 2004, 2014

Every Child Matters: Change for Children 2004

EYFS Welfare Requirement – Safeguarding and Promoting Children’s Welfare EYFS Welfare Requirement – Organisation

EYFS Learning and Development Requirements

Birth to Three Matters Framework

Curriculum Guidance for the Foundation Stage

National Standards: Standard 12 – Working in Partnership with Parents Name of

Responsible Person; All Staff

At Little Meadows Nursery we want every family to enjoy the time they and their children spend with us. We recognise that starting in a group setting can be an exciting but unsettling process for both children and adults and will do everything possible to make the transition as easy and enjoyable as possible. Every child is different and each will react in different ways to the experience of being in a group of other children in a different environment. At Little Meadows Nursery we respect these differences and will use our knowledge and experience to help every child and family to settle in comfortably and be part of the Little Meadows family.

Procedures

Settling In Procedure

Procedure for Transition

Procedure for children starting school

Other transition procedure

Working in partnership with parents procedure Home visit and lone worker procedure

Settling In Procedure

- Trial sessions are arranged with the parent at a mutually convenient time.
- Both child and parent/carer spend initial periods of time within the setting during a normal session
- Child and parent trial sessions are used as an opportunity for parents to ask questions, the child to settle into the environment and the staff to gather information required to meet that child’s needs and get to know them.
- Trial sessions with just the child are organised when the child is ready for this.
- Child only trial sessions will include snack time, outdoor play etc, over a period of time.
- With each child we will assess how each child is settling individually, and when the child and parents are happy, the child is welcome to start at Little Meadows. This is tailored to each individual family.

Procedure for Children starting School

- The LEA has a single point of entry into schools in September of each year meaning some children will have only just had their fourth birthday before they go to school.
- Little Meadows actively encourages Foundation teachers to come into the setting for visits before the summer break and meet their new children in the nursery.
- We provide numerous activities and experiences for the children in their final year at nursery to support and encourage school readiness.



- We provide a variety of resources including school uniforms for dressing up to encourage the children to be prepared for the move onto big school and it is always promoted as a very positive experience for all children.
- Staff provide a report on each child for their new school, outlining the child's strengths and achievements
- Parents/carers will continue to have access to their child's completed learning journal and observations on Tapestry.
- Children with SEND may require additional school visits and we will advise schools of this if we feel this is appropriate.

Other Transitions Procedures

- Children may experience many transitions and changes in their lives and we encourage parents to share these with us so we can support their child appropriately. These may include a family bereavement, death of a pet, moving house, family breakdown, illness of a family member or the arrival of a new sibling.
- We work directly with parents and carers using stories, songs, role play etc to support the child to deal with these changes in their lives.
- We have a number of 'support bags' which parents can borrow with items to support their child with changes within their lives. These currently include potty training bags and new sibling bags.
- We, in turn, will always discuss our concerns about a child's emotional well-being openly and honestly with the parents and carers in order to best support the child.

Procedure for Working in Partnership with Parents

- We recognise parents are the first and foremost educators of their child.
- We actively encourage parental participation and welcome ideas and feedback.
- We ensure parents have the required information regarding their child's settling into nursery.
- We work closely with parents at all times and request parents do the same with us, keeping us informed of changes and issues which may affect their child.
- We arrange termly parents meetings to encourage parents to share in their child's learning, development and progress.
- We ask for regular feedback on all areas of provision from parents. This can be given anonymously if preferred.
- We are committed to working closely and effectively with parents, listening to their needs and requirements and accommodating these.
- At all times we maintain confidentiality and use data protection procedures to ensure information on parents is not shared with others except with parental consent or in safeguarding issues.
- Our Managers operate an 'open door policy' for parents, carers and staff so there is always someone available to discuss any concerns or issues as they arise.