



Lollipops

Every Child Matters

Statement of Intent

We want children to feel safe, stimulated and happy in the pre-school and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well being and their role as active partners with the preschool.

Aim

To make the preschool 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 preschool, we use a variety of ways to provide his/her parents with information. These include written information (including signposting to our website at www.lollipopsprechool.com),

1. We encourage parents/carers to visit the setting and stay with their child for short times before their official start date.
2. We allocate a key person to each child and his/her family before she/he starts to attend, the key person welcomes and looks after the child and his/her parents at the child's first session and during the settling in period. In the event of the key persons absence, the Manager or Deputy Manager will allocate a 'buddy' key person.
3. We use the first session to which a child attends to explain and complete with his/ her parents/carers the child's registration records.
4. When a child starts to attend, we explain the process of settling-in with his/her parents/carers and jointly decide on the best way to help the child to settle into the pre-school.



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5. Younger children will (may) take longer to settle in, as will children who have not previously spent time away from home. Children who have had a period of absence may also need their parent/carer to be on hand to re-settle them.
6. We judge a child to be settled when they have formed a relationship with their key person, for example the child looks for the key person when he/she arrives, goes to them for comfort, and seems pleased to be with them. The child is also familiar with where things are and is pleased to see other children and participate in activities.
7. When parents leave we ask them to say goodbye to their child and explain that they will be coming back and when, unless the parent/carer has a specific reason why they prefer not to.
8. We do not believe that leaving a child to cry will help them to settle any quicker.
9. We will work with parents/carers to discover the child's interests and where possible access resources to assist this.
10. When new children start, we ensure parents/carers are kept fully up to date with their child's progress. This process continues as their child progresses through our preschool.

Signed by  Date 7.12.15

Role of signatory MANAGER.

Witnessed by  Date 7-12-2015

Role of signatory Deputy Manager