

Settling in Policy

Starting Pre-school can be very traumatic for parents/carers and for the child especially if it is the first time that they have been separated, and we at Pre-school are aware of that. We help the child and parent/carer to settle in.

Therefore, at St Gabriel's Pre-school: -

- We have an introductory open day in the summer term for new parents and their children, where as much information as possible about our activities and routines in the Pre-school is given out.
- We do encourage parents/carers to visit and spend time in the Pre-school before their child's admission is planned.
- We will give parent/carer an entry profile and registration forms to complete, in the strictest confidence, so that we are aware of any problems and can prevent any due anxiety.
- On your child's first day, because we stagger start dates over a couple of weeks, there will be someone available to talk to, encourage and support the parent/carer and child. Sometimes parents/carers do not wish to stay and sometimes they do, but usually by the end of morning welcome/prayer times all parents have gone. We will reassure parents that if there are any problems, we will telephone them.
- New children will be welcomed into the existing group in a relaxed and friendly manner.
- Your child may bring a special comfort toy/blanket, which they will be allowed access to.

Organisation of the sessions

On arrival, children are welcomed in to the rooms and encouraged to wash their hands. They are encouraged to find their name card with their photograph on and sit at a table which has a selection of books and a basket of toys. When all the children have arrived, the session begins with the morning welcome and prayer. A breakfast of either cereal or toast and milk or water is offered.

The children have circle time, where they sit on mats, listen to a story or discuss a topic, or join in with music and movement while staff set up activities. The children engage in adult-led and child-initiated activities with free flow to outdoor play.

There are a range of creative activities available such as playdough, paint, water. Construction and small world activities, music and movement, yoga and items to explore.

During the session, your child may work in small group activities or speech programmes such as letters and sounds.

Children can access the toilets at any time or are toileted as appropriate for their individual needs.

Afternoon snack, is offered as a group activity or a café style where communication and social skills are developed.

Registration

A daily register is kept of all staff and children and the times of their arrival and departure. Visitors are required to sign the visitor's book.