West Derby

Liverpool

 L12 8SJ

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Springgrove.nursery@hotmail.com

Registration Number EY429494

**Settling in Procedure**

At Spring Grove Nursery, our aim and objective is to provide high quality care and the children in our care feel safe, happy and secure. We want our children to thrive from a loving and secure relationship. We aim to ensure your child's introduction to our setting is as stress free as possible. Once a place has been offered, we aim to achieve this by inviting you and your child to visit the nursery prior to your child's official start date. This helps to familiarise your child with the nursery, the nursery staff and the other children and provides the opportunity to give your journey a trial run.

A child who is tense or unhappy will not be able to play or learn properly, so it is important for parents/carers and staff to work together to help the child feel confident and secure in the group. This takes longer for some children and parents/carers should not feel worried if their child takes a while to settle. You must be prepared to accept that it may take some time for your child to adjust to the nursery but very few children fail to settle eventually. We find that staying with your child and then leaving him/her for short period’s eases the separation process. Please remember, the more your child comes and experiences the activities on offer and sees you interacting with the staff, the more settled she/he will feel. In the unlikely event that your child does not seem to settle at the nursery we will review the situation with you and discuss the options e.g. shorter days at nursery or continuously more settles.

**Times/Dates for settling process**

* 9:30-10:30 or 2:00-3:00 (Child comes in with parent/carer and meets key person and staff team)
* Parent/carer will fill out paperwork for their child
* If child seems unsettled, more settles will be required which will be set up by key person and management