

# Rosy Cheeks Nurseries

## Settling In/Transition Policy

All children are different and time that a child takes to settle into [Rosy Cheeks Nursery](#) can vary enormously. Therefore, children will be given the opportunity to settle in at their own pace, in order to make them feel welcome, safe and confident in a new environment.

The Nursery strongly encourages parents/carers to visit the premises with their children during the weeks before they are due to start. During this period, the nursery requires that the parents/carers complete and return the Registration and Medical Forms.

Children new to the nursery will be greeted in a warm and friendly manner. They will be introduced to all members of staff and informed about any other regular visitors to the nursery.

A new parent and child (where appropriate) will be talked through routines and activities. They will be shown around the nursery, told where they can and cannot go, and have the signing in and signing out procedures explained clearly.

Parents/Carers and children will be encouraged to ask questions and raise any concerns and will be asked to complete an “all about me” sheet that includes valuable information about the child’s home routine.

Parents will be encouraged to book their child in for visits that usually commence two weeks before the child is due to start. These visits usually involve leaving the child for a small amount of time and are gradually built up over the two week visit period.

On their first day, the new child will be introduced to the other children at the nursery. The child will then be encouraged to get to know the other children and settle into the group.

A new child will be assigned a Key Worker who will ensure that they feel included in play and activities and that their needs are being met. They will build up a relationship with the child to help them develop attachments’ and feel secure.

All staff will supervise children new to the nursery to ensure that they are happy in their new surroundings. The appropriate level of such supervision will be judged according to the child’s age, maturity and previous experiences.

Staff will enquire how a child is feeling, what activities they enjoy and if they are unhappy about anything.

If it seems that a child is taking a long time to settle in, this will be discussed with their parents/carers at the earliest opportunity. Likewise, if a parent/carer feels that there is a problem during the settling in period, they should raise this with a member of staff.

Staff will always be available to discuss any concerns or issues with parents/carers regarding their child and their attendance at the nursery. If parents/carers wish to meet with the manager, they are encouraged to make an appointment to come in for a chat.

When a child moves through to another room as they grow older and develop their skills a transition meeting will be held with parents to discuss how this will be done. It usually involves several visits through to the next room and this is often done with other peers to ensure this procedure runs smoothly and children enjoy the experience. Regular feedback will be given to children and parents to discuss progress.