

Grangetown Primary School EYFS Settling in Policy



At Grangetown Primary School we want children to feel safe, stimulated and happy in the setting 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 setting.

We aim to make the setting 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.

Little Butterflies & Nursery

We welcome our new children at the beginning of each term (September, January and April). Children can start the term after they turn 2 (Little Butterflies) or 3 (Nursery).

Before a child starts to attend the setting an application must be completed and 15 hour codes (Little Butterflies) must be provided. 30 hours codes must also be provided for children eligible in Nursery. For those parents who want to pay for a 2 year old place or for top-up sessions in nursery a childcare contract must be completed. Parents will be given a welcome pack which includes relevant information they need to know.

Parents will receive a letter to confirm their place, a term before they start. This will also include a date for a 'stay and play' session. This is where a parent/s attends the setting with their child and get to meet their key worker/ teacher and ask any relevant questions or complete any paperwork. We will discuss their start date and initial sessions during this time too.

Children in Little Butterflies will start with a 30 minute session (without the parent/ carer present) so that their key worker can get to know them. Their key worker will then build up their session based upon individual needs. Some children may take longer to settle than others.

In Nursery children can start their 3 hour session from their start date. If parents/ staff feel that this is too long, we can adapt to meet the needs of individual children. The children must complete a week of 3 hours per day before 30 hour sessions can start.

In Little Butterflies, we do offer a limited amount of full day sessions. Before starting full days, children are required to go through our settling in process. Children will not be able to attend Nursery for a full day until they are settled. We want to ensure that all children feel happy and safe and can cope well for these longer hours.

V. Hanlon
EYFS Leader

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