



SETTLING-IN PROCEDURES

STARTING AT THE ACORN

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FOR NEW CHILDREN

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After your initial visit to see the school you will be invited back the term before your child is due to start for two afternoon sessions to meet the teachers, other new children and their mothers, and to have a play!

Before starting, talk to your child cheerfully and positively about the good things that will happen at Nursery School

Be honest with your child and be a good timekeeper. Explain that you will be going away but that you will be back at collection time. It is easier for a child to accept a parent's departure if there is a clear explanation of what is going to happen and they know for certain that on those first occasions you will be there as the door opens.

Please feel free to talk to your child's teacher or the Nursery Manager about anything of concern. It is so much easier for us to discuss and sort out any small problems before they become big ones! Finally have a wonderful time at the Acorn with your child. This should be a carefree and happy but constructive time in your child's life - enjoy it.

Settling in Procedures for New Children

Initially the parents will usually have visited us and be familiar with the premises, the owner, the manager, some other staff members and some of our routines.

Parents and new children are invited to attend two afternoon 'play' sessions on a Friday afternoon (the nursery is closed normally at this time) the term before they are due to start. This is an opportunity for children and parents to socialise with each other and staff, and complete the necessary paperwork. It is also a time when individual needs can be discussed. On the second session children are left with their teachers for a short period whilst the manager talks with the parents and arrangements for their child's first session is discussed.

Starting and finishing times are staggered initially so that each child and parent/carer can be given the support they require. There is close contact between all parties during this time by means of phone calls, if necessary, to advise on progress.

These procedures apply to our children who are starting their time with us in the 'usual' way. Children joining us mid term would have settling in procedures tailor-made to their individual requirements