

## Settling In Policy

At Graitney, we want children to feel safe and secure in their environment, we understand that some children may take longer to settle into the setting than others.

We will encourage parents or carers to visit the premises before their child is due to start.

Induction for new children:

- The new child will be introduced to all members of staff and informed about any other regular visitors to Graitney.
- EYFS children and their parents will be introduced to their key workers.
- The setting's activities, rules and routines, such as snacks, signing in and signing out, will be explained.
- The child will be shown around the setting and told where they can and cannot go.
- The fire evacuation procedure and the locations of all fire exits will be explained.
- The child will be introduced to the other children at the setting.
- Setting Staff will keep a close eye on the new child and will ensure that they are happy, engaged and feel secure in the setting environment.

If a child seems to be taking an unusually long time to settle in, this will be discussed with their parents or carers to see what can be done to make the transition easier.