



## **Settling in at Inspiring Minds**

### **Rational:**

In the early years it is vital that children are supported by positive learning experiences in an environment where they feel safe and comfortable. Effective and consistent settling in procedures will ensure that this is possible.

Settling into an early childhood environment is different for every child, for some children it happens quite quickly and for others it can take longer. At Inspiring Minds we feel that having three weeks of visits prior to starting helps support both child/ren and their whanau through this transition.

### **Procedure:**

**Week One** – Meet and organise with your child's primary caregiver how many visits each week you will endeavor to have and discuss suitable times. The first week should just be getting to know the teachers, environment and the routines.

**Week Two** – Ensure your child visits for at least two meal times (ensuring you arrive at least half an hour before eating), so your child can be part of this care moment and so you can see how this routine works.

**Week Three** – If your child will be sleeping during their time at Inspiring Minds it is important that prior to officially starting they visit at a time when your child would normally need a sleep. You will need to carry out the child's normal sleep routine, put the child to bed and get the child up upon waking. This needs to happen at least once, but preferably twice.

### **Outcomes:**

The purpose of this policy is for your child/ren to settle into Inspiring Minds with the support of their parents/whanau. The teachers at Inspiring Minds want your child/ren to feel safe and secure and know these simple steps will work.

Developed: October 2014

Reviewed: January 2015