

Agapé Christian Preschool

Settling In Policy/Procedure

Rationale/Purpose

To ensure parents/whanau and children feel a sense of belonging, acceptance and respect.

Statement/Objective:

That each child should feel comfortable, safe and secure in the centre environment.

Broad Guidelines:

- We encourage parents to visit several times before the official start date
- We encourage these to be short and at reasonably quiet times, i.e. Between 10.30am-11.30am and 1.00pm-2.30pm
- We allow children to bring their own special cuddly so they feel comfortable and to help with the transition
- A label for child's bag hook must be made as soon as possible
- During these times we will support the children and encourage them to participate and enjoy play, especially with other children. We encourage parents to telephone the centre if they wish to. If the child becomes distressed we will also contact the parents and discuss the matter.
- The centre has an open door policy and parents are welcome to come into the centre at anytime.

Lines of Responsibility:

Principal teacher and staff

Links to Other Documentation:

Te Whaariki – Belonging

DOP's 5B

Date: 11 July 2007

Signed:

Review Date: September 2008

Responsibility for Review: Principal Teacher