

Settling in policy

Last Reviewed Date: 20th June 2021

Reviewed by: EYFS Co

Next Review Date: 20th June 2022

1. Guidance for Parents

Our aims

- To work closely with you
- To support your child in the move from home, family and familiar people, into the new community of the school
- To help your child make a strong attachment to his or her teacher
- To help your child feel secure and confident in school
- To work with you to help your child with any difficulties that might arise.

2. Helping your child to settle in

We would like to welcome you and your child to Newton International School Lagoon. We hope that you get to know us and have a happy and successful time with the Foundation Stage Department. We look forward to getting to know you and your family.

Children settle into school life in lots of different ways. Some children will confidently move into the classroom as soon as they come in. Other children may be nervous and anxious about leaving their beloved parents. Most children will be somewhere in between.

Please be reassured and try not to worry if your child experiences difficulties – it is a very normal part of a child's development to be anxious, nervous or angry about starting school. We also recognise that many parents will find this a difficult and sometimes upsetting process. We hope that we can use our experience to support

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you and your child in whatever way suits you. Please remember that we require all parents and carers to help their children settle in. No matter how confident you feel your child is, we will insist that you follow our settling in procedures. In our experience, all children benefit greatly when the school works closely with the family on settling in. Children can be helped to settle in by their parents, and other important people who they know well and can be comforted by – aunts, uncles and grandparents for example.

3. The settling-in period

Different children need different amounts of time to settle in. We recommend that you plan to be able to support your child for two weeks. Settling into school life is different for every child; we are here to work with you to make this a smooth process for your child.

You are always welcome to ask about how we work and how we deal with particular situations. In our experience, settling in does take about two weeks (although it will vary greatly from one child to another). Our aim is to settle children in at their own pace – when children are ready to move away from their parents, we will encourage and support this. We have found that in the long run, this means more settled and happier children – and parents! The process is as follows:

4. Foundation 1 Students

1. During the first week of school classes will be split into two halves. Students will start on half days either at 7:00 – 9:00am or 10:00 – 12:00pm allowing the teacher time to get to know individual students and parents and giving vital time for the children to settle at their own pace.
2. In week two **all** students will continue on shortened days (7:00 – 11:30). In some cases some students will be allowed to leave earlier than others whilst they continue to settle at their own pace.
3. In week 3 the normal school hours begin (7:00 – 12:30). However, any children still settling can continue to leave early until it is agreed by both parent and teacher that the child is ready for a full school day. It is important to point out again that all students settle into school in different ways with some taking longer than others. The teacher will work with you to ensure your child is happy and ready to be at school full time.

It is important to note that if a child joins school after the settling-in period has commenced or concluded it will be at the teacher's discretion whether the child must follow the settling-in procedure.

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5. Foundation 2 Students

During the first week of school, students will start on shortened days (7:00-11:30) to enable them to settle back into the school routines. In week 2 normal school hours will begin. (7:00-12:30) Please note that if a child remains visibly upset or stressed during the day we will contact you to come and help support them at school. We do not advise letting them go home but do ask that you remain with them in school in the class so that they can see that the environment is safe and fun and nothing to be afraid of.

6. Some Things to Consider

- Children always look to their parents for support and guidance. Therefore, it is very important that you always talk about starting school in a positive way.
- When you leave your child at school in the morning, even though you may be sad they have gotten so big, and are already at school. Do not show this to them. Show them there is nothing to be scared about by being very happy and excited when you leave them at school.
- At times we may ask parents to leave and let us try and settle their child on our own. We have many years' experience in settling children and will only ask this if we think this is in the best interest of the child.

As a staff, we are committed to working closely and supportively with parents and carers. We look forward to developing a relationship with you.

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