**ONE INTERNATIONAL SCHOOL EYFS SETTLING IN POLICY**

Our aim is to make the children’s visit to ONE I.S. as easy as possible as we understand that this can sometimes be a difficult period for children, parents and carers. Children react in many different ways to this new experience; some children will run off to play immediately, whilst others may take a little more time. Children will be introduced to the group throughout the year, depending on availability of places. Parents are asked to ensure they read the EYFS Welcome Pack, complete registration forms and provide information on the Personal Profile.

To make the transition easier, we maintain a flexible approach, allowing your child to settle in at their own pace. This may involve shorter hours in the first week, increasing slowly over that time. Our flexibility comes down to our understanding that each child is an individual and that children will settle in different ways and over different times. Families of children with English as a second language will also receive a language sheet to be completed with staff. This means staff can use some home language with your child to help them settle quicker.

We would also encourage you to bring along anything that will help your child settle in. Perhaps your child has a favourite toy, blanket or soother. We recognise that this little piece of home will help them settle sooner.

**Please note:** baby bottles are excluded from this list in ALL classes.

During these first days, some children do get upset; where this occurs, a member of staff will give them 1:1 attention and find a way to settle them. A child will NEVER be left distressed, and if they are inconsolable then you may be contacted to collect them. You are also welcome to contact us and find out about your child’s progress if you are at any time concerned.

For your peace of mind, staff will be available at both the start and end of sessions, to answer any questions you may have. Remember, we want the children to feel safe and happy when they come to our sessions. We also want you, the parent/carer, to feel comfortable with us so that we can work together, to make the steps towards independence for your child shared ones. Our sessions will engage the children and encourage them to share their new experiences with the family when they come home.

Whilst it is important that parents always arrive in time to pick up their children, it is particularly so when children are just starting. For many children, particularly those being left for the first time, distress arises from the fact that they are not sure whether their parent/ carer will return. Staff will reassure children throughout the session that their parent or carer will be arriving to pick them up when school has finished. Should you be late, your child may witness others being collected whilst being left to wonder why their parent or carer hasn’t come for them.

Above all, we are here to support you and your child through this, often difficult, time. Do not hesitate at any point if there is something you are unsure about or feel that staff should know.