



Settling In Policy

Author	Alexia Thornton/Carly Clark
Date Reviewed	26/06/2025
Next Review date	26/06/2026

Golden Owls Day Nursery



Settling In Policy

This policy represents the agreed principles for settling in throughout the nursery.

We want children to feel safe and happy in the absence of their parents, to recognise other adults as a source of authority, help and friendship and to be able to share with their parents afterwards the new learning experiences enjoyed in the Nursery.

In order to accomplish this:

We aim to ensure your child's introduction to our setting is as stress free as possible. Once a place has been offered, we aim to achieve this by inviting you and your child to visit the nursery prior to your child's official start date.

A child who is tense or unhappy will not be able to play or learn properly, so it is important for parents/carers and staff to work together to help the child feel confident and secure in the group. This takes longer for some children and parents/carers should not feel worried if their child takes a while to settle. You must be prepared to accept that it may take some time for your child to adjust to the nursery but very few children fail to settle eventually. We find that staying with your child and then leaving him/her for short period's eases the separation process. Please remember, the more your child comes and experiences the activities on offer and sees you interacting with the staff, the more settled s/he will feel. To see our recommended programme to introduce your child to life at the nursery, please refer to the Settling-in Procedure information displayed on our website and in discussion when arranging your child's start date.

Golden Owls Day Nursery



Settling In Information

We understand that children need different levels of support when starting in a nursery and the initial transition can be a bit tricky.

To minimise any discomfort in this process for your child and yourself, we offer a one and a half hour settling in session, in which you can stay and play together with your child in nursery, and staff can gather some more detailed information about your child at the same time.

At the settling in session we will ask parents/carers to fill out the permission and dietary forms. During this time you will also be able to fill out a 'One Page Profile' sheet.

We are very flexible to individual children's needs in terms of how many future settling visits will be required and this can be arranged between yourself and your child's key person.

Golden Owls Day Nursery



Settling In Policy

Staff/Volunteer Signatures

Please sign the table below to agree that you have read and understood this policy.
If you have any further questions regarding information in this policy, please speak to your line manager or the policy author.

Name	Role	Date	Signature