

# The Frantastic Club

## SETTLING IN POLICY

### STATEMENT OF INTENT

We want children to feel safe, stimulated and happy in the Breakfast/After School Club and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well being and their role as active partners with our setting.

### AIM

We aim to make our Breakfast/After School Club a welcoming place where children settle quickly and easily because consideration has been given to the individual needs and circumstances of children and their families.

### METHODS

Before a child starts to attend our Breakfast/After School Club, we use a variety of ways to provide his/her parents with information. These include written information (including our registration form), discussions about activities and individual meetings with parents.

We allocate a key person to each child (early years children only) and his/her family, before she/he starts to attend the club. Where possible the key person will welcome and look after the child and his/her parents when visiting the setting and on the first session. Due to the staff and children being part time this may be difficult. We have a good understanding and knowledge of the key person approach and staff will do their utmost to work with families to ensure the key person is present.

At The Frantastic Club we understand every child is an individual and will have individual needs therefore we do not have any preconceived ideas how a child will settle when first attending. Staff at The Frantastic Club are very flexible and will actively work with parents to help settle in their child.

The staff at The Frantastic Club acknowledge the parents as the child's main educator and they will know their child the best. With this understanding staff offer a very flexible and individual approach to settling in children. We actively work with parents throughout this process offering strategies where necessary.

This policy was adopted by: The Frantastic Club	Date: 31st August 2020
To be reviewed: 30th August 2021	Signed: F Taylor

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2012): Safeguarding and Welfare Requirements: Information for parents and carers [3.61]*.