

Jitterbugs - Settling in

We aim for children to feel safe, stimulated and happy in Jitterbugs and to feel secure and comfortable with all staff. We also want parents to have confidence in both their children's well-being and their role as active partners, with the child being able to benefit from what the setting has to offer.

We aim to support parents and other carers to help their children settle quickly and easily by giving consideration to the individual needs and circumstances of each child and their families.

All our staff know about the importance of building strong attachments with children. They are trained to recognise the different stages of attachment and use this knowledge to support children and families settling into the nursery.

Jitterbugs staff will work in partnership with parents to settle their child into the setting environment by:

- Providing parents with relevant information regarding the policies and procedures of the setting
- Encouraging the parents and children to visit the Nursery during the weeks before an admission is planned
- Planning settling in visits and introductory sessions (lasting approximately 1-2 hours). These will be provided free of charge over a one or two week period dependent on individual needs, age and stage of development
- Reassuring parents whose children seem to be taking a long time settling into Jitterbugs, with the use of discussions and photos of their child playing where possible
- Encouraging parents, where appropriate, to separate themselves from their children for brief periods at first, gradually building up to longer absences
- Encouraging parents to send in family photos to display to help settle the child
- A key person will be allocated to each child and his/her family on entry into the setting. The unit's team will welcome and look after the child and their parents during the settling in period, and throughout his/her time at the setting, to ensure the family has a familiar contact person to assist with the settling in process
- Assigning secondary key person to each child in case the key person is not available. Parents are made aware of this to support the settling process and attachment
- Reviewing the nominated key person if the child is bonding with another member of staff to ensure the child's needs are supported
- Respecting the circumstances of all families, including those who are unable to stay for long periods of time in the setting and reassure them of their child's progress towards settling in
- Children will not be taken on an outing from the setting until he/she is completely settled.

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>September 2026</i>	<i>Katie Turrell</i>	<i>2 years</i>