

Red Kite Preschool

Settling of new children policy

Rationale: Transitioning into a new environment can be a stressful experience for children and their parents. Red Kite Preschool aims to make the process of settling in at the centre as smooth as possible.

Procedures:

When enrolled, a new child will be offered a series of visits to enable them to become used to the centre. No charge will be made for these visits. The suggested schedule will be as follows:

First visit: 1 hour, accompanied by a parent or caregiver.

Second visit: 2 hours, the first hour with a parent or caregiver, the second hour without.

(Parents/caregivers are welcome to stay on the premises and have a cup of tea or coffee in the staffroom.)

Third visit: 3 hours, unaccompanied.

This schedule may be extended or reduced depending on the needs of the child and their family.

Once the series of visits is over, parents and caregivers are welcome to stay with their child at drop-off until they are settled. It is suggested that once the child is settled, they offer a brief farewell and then leave. It is strongly suggested that parents/caregivers do not leave without telling their child.

Staff are more than happy to answer phone calls on our landline at any point during the day if parents/caregivers wish to check on their child's wellbeing.

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