

CENTRAL CITY QUALITY EDU-CARE (CCQE)

PUKUATUA AND PUKAKI STREET

SETTLING IN POLICY

RATIONALE

In the early years it is vital that tamariki/children are supported by positive experiences in a environment where they feel safe and comfortable. Effective and constant settling in procedures will ensure that this will ensure that this is possible.

TE WHARIKI

Belonging / Man whenua – Goal 3: Tamariki and their whanau experience an environment where they feel comfortable with the routines, customs and regular events.

PROCEDURES

Parents/Whanau and tamariki are encouraged to visit as often as possible before there children is expected to attend. We suggest visiting regularly during the month prior, and for at least the fortnight prior to the official staring date.

At these visits Parents/Whanau are encouraged to get to know the Kaiako and share information about their tamaiti , themselves and their whanau with the supervisor.

Enrolment forms must be completed prior to the first settling visit and returned to the centre supervisor. Parents/Whanau are encouraged to complete additional information sheets provided in their enrolment pack during the settling period.

Matua should allow time for themselves and their tamariki to settle into the new environment. Each Child and Parents/Whanau settles at their own pace.

Children are welcome to bring any special toys or cuddles that might help their child to settle.

Sleeping in a new unfamiliar place can be challenging for tamariki and for

this reason we ask that Parent/Whanau plan a number of settling visits to coincide with sleep time to support their child.

When supporting tamariki to settle to sleep, Kaiako follow from home/s as closely as possible. However overtime tamariki are encouraged to securely and peacefully fall asleep with minimal adult interaction.

Parent/Whanau settling tamariki into the centre are encouraged to observe at any time during the day and take part in our programme until such time as they feel secure enough to leave.

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