



## Settling in Policy

Version History	
Date	Comments
22/03/2017	Policy created
22/05/2018	Policy reviewed. Amendment made to settling session.

I understand how difficult it can be for parents to leave their child with a childminder and return to work. I will therefore work with you to ensure your child is settled and that you are happy with the care that I provide.

If you wish, we could organise one or two settling in sessions for the child where you might leave the child for up to two hours to ease the child into the environment. These sessions will be free prior to the contract start date. This gives you the opportunity to provide me with lots of information about your child, their likes and dislikes, routines, favourite activities, how to comfort them if they become upset and how they have reacted when left before. It gives me the opportunity to start to build a relationship with you and your child and to understand both your needs and wishes.

Some parents find it helpful to call me during the day to find out how their child is. I am happy to take your calls, but I am sometimes not able to talk for long, or even to answer the telephone if I am attending to a child's personal needs, for example, changing a nappy or at meal times, so please do not panic if you call and there is no answer.