

**General Welfare requirement: Safeguarding and Promoting Children’s Welfare**  
**The Provider must take necessary steps to safeguard and promote the welfare of children.**

## Safeguarding Children

### 1.21 Transition

#### Policy Statement

Fellowship House Children’s Centre we work with children and parents to ensure that the transition, not only to school, but the children’s movement through the nursery, is a smooth and natural as possible.

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.1 Respecting each other 2.2 Parents as partners	3.4 The wider context	4.4 Personal, social and emotional development

#### Procedures

**Settling:** At the nursery we aim to have a two-week settling period for new children. This gives both the children and parents ample opportunity to get used to the new surroundings. The child will stay at the nursery for only an hour or so, on the first couple of days and in partnership with the parent and Key Worker, a programme will be worked out making the stay longer for the child and allowing the parent a gradual withdrawal. By the end of two weeks the child will hopefully be fully settled.

Should this process not be long enough, it will be extended as necessary.

#### Babies

When the babies are nearing their second birthday, they mix with the two to three years old children. Throughout their time in the baby room, they are able to see into the messy room and can watch what is going on which allows a smooth transition.

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The older babies join the 2-3's accompanied by their Key Worker and take part in the activities.

### **2-3 years**

The 2-3's and 3-5's spend a lot of their time together in the garden. The children get to know all of the staff so that the main change for them is the key worker. The new key worker will make an effort to get to know the child helping to make the move as seamless as possible.

### **3-5 years**

The keyworkers plan to take their key children to their new school with the help of the transition co-ordinator, parents visiting the schools are also encouraged to tell us about it. To compensate for this, the group have sessions where they talk about school, reading stories about going to school, uniforms, PE lessons, homework etc.

We often have visits from children who have left to show us their new uniform.

Transition co-ordinator is: 3-5's room leader

This policy was adopted at a meeting of	Fellowship House Children's Centre
Held on	15 <sup>th</sup> January 2018
Date to be reviewed	15 <sup>th</sup> November 2023
Signed on behalf of the management committee	
Name of signatory	Reshma Ahmed
Role of signatory	Manager