



St. Gregory's Child Care Trust,

SETTLING IN PROCEDURE 4.2

September 2022

To be reviewed by December 2023

Settling in Procedure Pre-School & Nursery Class 4.2

1. When a place is offered, you and your child will be invited to attend a stay and play session. This will take place on the last day of term the summer term at 2pm. This session will enable you to meet with your child's keyperson. Your child will be attached to one of four groups: ladybirds, butterflies, bees or dragonflies.
2. When your child starts in September you will be able to choose a time where you will meet with your child's keyperson to fill in relevant paperwork and for the key person to get to know you and your child.
3. Parent or carer may stay with the child during the sessions until the child is sufficiently settled and feels at home in the class.
4. Parents or carers may collect the child early during the settling in period if they wish.