



Colyton Caterpillars Early Education

Early Years Settling in Policy

This policy was agreed by trustees/staff:	
Date of last review:	May 2026
Date of next review:	May 2027
Reviewed by:	K.Clode

When your child is ready to start at Caterpillars, as a team we feel it's really important for you to get to know the setting, it's learning environment and especially your child's keyperson. So, we have a graduated entry process which consists of a couple of taster sessions before your start date. We recommend that children have 2 taster sessions prior to starting of an hour/hour and a half to explore the setting and get to know the staff. Parent/carers are encouraged to drop their child off for each taster session. On the first taster session, have a coffee with your child/children's keyworker to chat about your child.

At the first taster, we would like to have a chat with you, whilst your child/children are enjoying their settling in session and get to know you and your child/children.

Following these taster sessions, depending on the child's individual needs, more taster sessions can be booked in where it is needed.

Parent/carers are sent an all about me on admission so that this can be handed to the child's keyworker so that they can be familiar with the child's likes/dislikes/routines ahead of their start date.