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# Arrival of Children Policy

The arrival of the children at the start of each session is very important. This can have an impact on the whole session for the child.

We have established a routine for the children when they arrive — this helps them to settle and develop a sense of belonging.

**Morning Sessions** -

On arrival parents will be greeted by a member of the Club staff who will register the child on IPAL. We will then support the child, if necessary, to find their coat peg and hang up their coat and bag.

Parents are encouraged to share information on their child during this time. For example, if their child has had a bad night, went to bed late the previous night, or has been upset over an incident. This enables us to tailor the care we provide to meet your child’s individual needs.

Children are then asked to sit at the snack table for morning breakfast and thereafter, children are encouraged to join in the activities by their key worker or Club staff. They can choose from a range of activities — these will include activities such as reading (there are books available in the Club room, as well as the children reading their own books) board games, home corner and arts and crafts. This list is not exhaustive, and the Staff in Club will ensure that there are activities available for all children, regardless of age. There is also the opportunity for the Staff to take the children outside (weather permitting), and all activities offered are enriched with the 16 play types in mind, to ensure play opportunities are appropriate and engaging.

**Afternoon Sessions –**

Children are collected at the end of the school day by the Dainty Little Hands team, either from their classroom or from the Hall from the class teacher. The class teacher will hand over any relevant information for your child to the Dainty Little Hands team. This enables us to tailor the care we provide to meet your child’s individual needs.

Children are then asked to sit at the snack table for snacks and drinks, and thereafter, children are encouraged to join in the activities planned by their key worker or Club staff. They can choose from a range of activities — these will include activities such as reading (there are books available in the Club room, as well as the children reading their own books) board games, home corner and arts and crafts. This list is not exhaustive, and the Staff in Club will ensure that there are activities available for all children, regardless of age. There is also the opportunity for the Staff to take the children outside (weather permitting), and all activities offered are enriched with the 16 play types in mind, to ensure play opportunities are appropriate and engaging.

If you have any concerns about your child settling or need to adapt their arrival routine, please do not hesitate to contact us.

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| Signed: | \_\_\_\_\_\_\_\_Jayne Dainty\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: | \_\_\_\_\_\_\_\_\_30/07/2021\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Policy review date: | \_\_\_\_\_\_\_\_\_\_29/07/2022\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |