

CHILD INDUCTION- RIGHTS AND RESPONSIBILITIES



When children first join Fusion, they will be allowed to settle in at their own pace and for some this will be a quick process and for others may take longer. Staff will closely monitor children and feedback to parents on collection.

We encourage parents/ carers to visit the premises with their children shortly before they are due to start. This gives the children the opportunity to look around and ask any questions and see Fusion in action. It also gives parents/carers the opportunity to talk through anything with the Manager. The staff discuss with the child what they like doing, so we can ensure that toys and activities are out for the child when they have their first session or two.

Induction for new children

- The new family will be given the opportunity to have a look around and for the child/ren to have a 30 mins 'trial' session from 3:30pm-4pm.
- The new child/ren will be introduced to all members of staff and informed about any other regular visitors to Fusion.
- EYFS children and their parents will be introduced to their Key Workers.
- Activities, rules and routines, signing in and signing out, will be explained to children/adults. We will show them our Monkey Behaviour Tree.
- The child/ren will be shown around Fusion and shown the boundaries.
- The fire evacuation procedure and the locations of all fire exits will be explained.
- The child/ren will be introduced to other children at Fusion and allocated a 'buddy' who will assist them with finding their way around and involving them in activities.
- Staff will keep a close eye on the new child/ren and will ensure that they are happy, engaged and feel secure in their environment.

If a child seems to be taking an unusually long time to settle in, this will be discussed with their parents/ carers to see what can be done to make the transition easier.

I have the Right to...	I am Responsible for...
Be myself	My own name tag and wearing a high-vis jacket outside
Voice my opinion and be listened too	Asking staff if I can transition inside/outside
A safe environment	Listening to instructions and following rules
Fair treatment	My belongings
Be protected from harm	Telling the truth
To clean water and food	Having manners
Have fun	Fair treatment to others. Respecting and accepting others' opinion and listening to differing views
Be educated and to fulfil my true potential	Looking after Fusion's property and my environment.

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Adopted on: 17.04.2015

Last Reviewed on: 01.04.17

Reviewed on: 01.04.18

Next review due: April 2019

Signed.....

FUSION CHILDCARE SERVICES

*Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2017):
Safeguarding and Welfare Requirements: Information and Records [3.72-3.73]; Safety and Suitability
of Premises, Environment and Equipment [3.55]*