



Orientation of New Children Policy

Indooroopilly Montessori Children's House

Date: August 2004

Dates Reviewed: July 2006, Oct 2007, Feb 2008, Feb 2009

Rationale

Our centre is committed to helping children and families feel safe and comfortable. This is done via an effective orientation process where the family and staff share preliminary information and ensure that the child has an opportunity to establish a relationship with assigned primary care giver(s) and they, in turn, support the child in settling into the new environment.

Aim

- ◆ To ensure new children and families feel settled and comfortable in their new care environment.

Objectives

- ◆ For families to be informed of the Montessori philosophy through attendance of various curriculum evenings.
- ◆ For families to be informed of the orientation process through attendance at the Parent Orientation Evening.
- ◆ For families to be informed of the Centre's Behaviour teaching and Management Programme through attendance at our Guided Choices evening.
- ◆ For families to feel welcome to stay with their child during the orientation period.
- ◆ For parents of children to feel comfortable and familiar with staff routines within the room.
- ◆ For the primary care-giver to have read all the information about the child prior to their orientation.

Sources

Early Years Training Group
Qld Childcare Regulations
Accreditation Handbook 2005