

## Dear parents,

this little leaflet will give you an overview how the acclimation of your child is planned. The whole process is individually driven by the progress made by your child. It could be different depending on the age and the individual stage of development. To give your child enough time, we probably need about four weeks.

## Step 1: Get in first touch with the teachers and the group

 After signing the contract, we invite you to a first appointment where you visit our school together with your child. You get in touch with the teachers and get an overview about the several steps oft he acclimation process. You also share individual characteristics of your child like sleeping practice, specific food requirements, potential allergies, specific preferences etc.
## Step 2: --- Day 1 to 3

An attachment figure (mother, father or maybe an other relative) will visit our nursery school and stays together with your child for about an hour in the groups room and also leave together. Because a well known person is with the child, the child itself feels comfortable and safe. Feeling safe, your child will soon start to explore his new environment. The teachers will treat your child with lots of empathy, patience, build the first connections and mutual trust.
They will offer several activity choices. It's important that attachment figure stays reluctant the background. If your child is looking for a contact to you, this is absolutely fine. Watch your child so it feels your attention all the time. For this reason, please avoid reading, using mobile phones or playing with other kids. As more active you are, as more loss your child will feel when you are leaving for the first breakup.
During the first three days there is typically no separation.

## Step 3: --- Day 4 to 6

Around day four we will try the first separation. The attachment figure stays for a short while (a few minutes) together with the child in the group and then leaves saying good bye. When the child responses positive or neutral, the attachment figure leaves the groups room but stays in the building. Our dining room offers a free cup of coffee or tea and the chance to have a little chat with our cook or other parents. So you are close if your child feels under par and you could return quick. If your child feels sad for a short while but gets settled down by the teachers fast, this is completely normal and part oft he acclimation process. If the child is inconsolable, the attachment figure will be informed immediately and returns into the group.
In the beginning the separation takes about 30 minutes, time will be increased day by day. After the attachment figure will return into the group, he or she will leave the group together with the child instantly. During the time connections between your child and our teachers will be deepened lovingly and patiently.
Your child gets familiar with the group and also learns to accept the teachers as trustful persons.

## Step 4: --- Day 7 to 9

If your child has established a trustful connection to at least one oft he teachers, it could stay a longer time in the group without the attachment figure. The child will start in the morning and will be picked up before lunch. The attachment figure no longer needs to stay in our building, but should be accessible by phone and should have the ability to return in a short term.

## Step 5: --- Day 10 to 12

Your child feels very well in the group, enjoys being together with all the other kids and has a trust worth relationship to one or more teachers. It will have lunch together with the other children and will be picked up after lunch. If possible the child could also take part at the afternoon nap. If so, it will be picked up afterwards. Due tot he fact we have two lunch times, you'll get the exact time for lunch and afternoon nap from your group teachers. Please avoid picking up your child during meal times, because other children will be disturbed.

## Step 6: --- Day 13 to 14

Familiarity between your child and the teachers is increasing and we have a positive base. Your child stays during afternoon nap and the
time it stays could be extended on a daily base up tot he planned care time.

## Step 7: --- From day 15

The relationship and the trust between child and teacher will be consolidated. Your child takes an active part in the group, plays, learns, lives and experiences the different group activities. The teachers assisting the child and are on it's side.

If you face any questions concerning the acclimation process, please do not hesitate to contact either our teacher or us personally.

At the end oft he acclimation process we will invite you to a meeting. We will reflect and summarize the whole process and stand by to answer any of your questions.

We wish you and your child a wonderful stay with us at the Wolkennest and a lot of joy!


