New Student Transition
Toddler Students

In order to ease the transition for your child to a new environment we have a phase-in schedule. This schedule begins on the first day of your contract even if you have visited previously. We are giving you this schedule early so that you can arrange your work and other obligations to accommodate it. Please pick your child up at the correct time as your child may be ready to see you.

First Day  Child and parent visit together for 1 hour and then leave. We expect that your child will want to stay but if you leave when they are happy and comfortable they will look forward the following day and be excited to come.

Second Day  Bring your child and get them settled and leave them for an hour and one-half. Stay near the school so we can call you if your child gets upset and won’t be comforted.

Third Day  Child stays alone for the morning (8:30 -11:15) and is picked up before lunch. If your child’s schedule is 8:30 to 11:30 then your transition is complete.
* Transition continues for all day children.

Fourth Day  Child stays for lunch and is picked up at 12:30. If your child’s schedule is 7:30 to 12:30 your transition is complete.

Fifth Day  Child stays for nap and the teacher will call when they wake up.

Sixth Day  Your child may stay all day but would appreciate being picked up early (4:00 or 5) for a few more days.

If your child needs longer than this to transition we can extend this schedule.