

## Guidelines for your child's acclimatization

In the acclimatization phase in kindergarten, the challenge lies in finding the balance between the new environment and the separation steps. Every child has individual needs, habits, relationships, preferences and feelings, so the settling-in period can only be determined in advance to a limited extent. The acclimatization plan is therefore tailored to the needs of your child in close consultation with the educational staff and the parents. We are guided by the **Berlin Acclimatization Model**. An optimal acclimatization period for the child can take between two weeks and three weeks.

### We want your child to feel comfortable with us!

It is important to us to give every child the best possible support in getting used to the kindergarten and its environment. In order to make this possible and to give each child sufficient time, but also to be able to continue accompanying the existing kindergarten group, the acclimatization of several children takes place in stages. The kindergarten team will of course take your desired start date into account, but we ask for your understanding that not every desired date can be granted.

### First phase of the acclimatization

During the first phase, your child stays in our kindergarten for one to two hours. Your presence is essential. This gives your child confidence in the new environment that it needs to get used to it.

- **No separation:** Stay with your child during this time and do not leave the room without your child.
- **Stay in view:** With your presence you create a secure basis that your child needs to explore the new environment and to be able to establish new bonds with the educational staff and the children.
- **The child leads:** Do not urge your child to move away from you. Encourage them to explore the room with the educators.
- **Passive behavior:** You should behave passively in the class room. Active behavior on your part deprives your child of the opportunity to interact with the new teachers and slows down the acclimatization process.

### Separation phase

First attempts of separation are individually adapted to your child in close consultation with the teachers and the parents. Your child's reaction to the first attempt at separation serves as the basis for the preliminary decision as to whether your child needs a shorter or longer accompaniment.

- **Always say goodbye to your child before leaving the room.** If the child feels safe enough with the teacher, the separation phase can be extended in the following days. If your child cannot calm down during a separation phase, you will be asked to return to the class room. Therefore, stay close by, especially at the beginning of the separation phase.
- **Short farewell rituals provide clarity.** Even if it is difficult: Keep the farewell short so that your child is not stressed.
- **Arrive at the agreed time to pick up your child.** Even if your child wants to stay, it is important to signal that there is time to go home. Your child needs to get used to the pick-up situation as well. The next day when they arrive, they will remember and will gradually understand the process.

### End phase

If the separation phase has been successful, your child has calmed down, appears balanced and feels comfortable, it is in the final phase of the acclimatization in the kindergarten.

In the final phase, you no longer need to be in kindergarten. However, you must be reachable by phone at any time. Your child's acclimatization is complete when your child has accepted the teacher as a "safe basis" and is comfortable in the kindergarten class.

### During the acclimatization

As parents, you will be involved in the acclimatization process. You can be sure that you will always get honest information from the teacher about how your child is dealing with the separation phase. A constant exchange between parents, teachers and kindergarten is important to us. Therefore, allow enough time for door-to-door conversations during the entire period. Please let us know if there are any ambiguities or concerns.

It is also helpful if you notify the teacher if there were any special events, such as a bad night or illness over the weekend. In this way, we can respond to your child's needs in the best possible way.



We are looking forward to accompanying your child together with you on this new chapter of their life!