

TRANSITION POLICY

Early years transition is about making sure there is minimum disruption to a child and their parents, when they begin playschool from another setting, home or when they move to a primary school.

Transition is seen as a process, not an event. It is planned for and discussed with children, parents, carers, staff and teachers.

Transition from another setting or from home, to playschool.

Initially, parents and children visit Playschool and are given a guided tour, information and free taster sessions.

This is a chance for parents to ask questions and voice any concerns. Parents are given the playschool prospectus, term dates, admissions forms, funding forms, an all about me booklet, medical forms (if needed) and Tapestry forms (online observations).

Attending a taster session enables parents and children to familiarise themselves with the routines within the playschool. They will be introduced to staff and key workers.

The first day. Parents may take as long as they like to settle their child in. If a child has a cuddlie, it may be kept in the home box until needed. If a child is upset when the parent leaves, we will telephone parents later.

If a child has attended another setting, we ask the parent to bring in their child's records. Permission is obtained to discuss their child with their last setting.

Parents are welcome to visit at any time.

Transition from playschool to primary school

Links are established between playschool and the child's chosen primary school to ensure a smooth transition, through telephone, online and face to face.

The reception teachers visits playschool to talk about the child.

If the child is going to Ketton primary school, transition visits to the reception class cover 3 weeks of the last term with a member of playschool staff.

Reception teachers are given an opportunity to look at online observations and development records of the children attending their school and also to talk to the child's playschool keyworker.

Teachers are given a print out of the child's development age bands, within the government's development matters.

The Transition coordinator is Penny Butcher