

Woodentops Preschool

22- Transition policy

Aim: To ensure the child has as smooth a transition as possible.

Transition procedure

We will help children with their transition to a new setting by:

- If able, visiting the new setting once a term prior to the 'shuffle up' day. This could be through attending playtime sessions, the Christmas school play, sports days etc.
- Including aspects of the new setting in our imaginative play.
- Having the new settings school uniform in the dressing up area.
- Having the new settings dinner trays or something similar in our home corner so children can practise 'getting lunch'
- If the child has more complex needs, we will ask the parent how we can further support their child's transition and gain support from any specialist that are involved with the child.

We will help the new setting to support the child to settle in by:

- Providing the new setting with a completed Child's Transition record, with agreement of the parent.
- Offering the new setting an opportunity to send a relevant key person to our setting to meet the child.
- Working with the new setting with their suggestions on easing the transition for the child.
- Providing the parent with the child's learning journey document so that they can offer it to the new setting.

This policy was reviewed on	
Signed on behalf of the preschool	
Date for review	