

# Cranford Transition Policy

## **Nursery Visits- Building a Strong Partnership from the Outset**

At Cranford we encourage visits to the nursery for new children. The principal, Fiona Harcourt accompanied by the key person of the child, will meet the new child and parent, we will encourage as many introductory sessions as we and the parent feels the child will need to settle in smoothly. The parent will leave the child for 2 hours to have a short play.

We encourage as much information as we can about the child and what they like and dislike for example what do they prefer to play with, do they like arts and crafts and singing. We do this because:

- It enables the key person to build a relationship with the child and family.
- It provides the child and family with a familiar person to relate to right from the beginning
- It gives parents the opportunity to ask questions•
- It enables parents and carers to find out about the setting's policies and procedures
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## **Arrivals**

Daily separation is the most common form of early transition from a parent or carer. Teachers will greet children and parents upon arrival. Drop off time is a great opportunity to have informal chats with the key person of your child if you have any concerns or need to pass any vital information on that day. Children feel secure in the regularity of daily routines; we therefore encourage the parent/carer to take 5- 10 minutes to settle their child in the morning. Upon arrival the child puts their name card on the name board, puts their lunch box on the rack and hangs their coat on the individual pegs provided. We also encourage parents/carers to say goodbye rather than sneak off. The child will be at the waving window to wave goodbye, we strongly encourage parents to wave goodbye to their child.

## **2. Transition from Morning Session to school day**

Some children move from morning group and extend their hours to a school day in preparation for longer hours.

This transition is given due thought as to whether we believe the child is ready and will benefit from longer sessions and attending a larger group. We strive to meet your needs while keeping the child's needs as paramount. We encourage parents/carers to arrange "play dates" with a child who will be moving to the school day group with your child. Having a "special friend" will make the transition smooth and less anxious for your child.

### **Moving Between Groups- From Little bears to Preschool**

We work as a whole group and we have separate age groups (Little bears 2-3 yrs and preschool 3-4yrs)

Each term some children are added to the preschool group and the teacher welcomes them at circle time and introduces them to the group.

#### **1. Transition to School**

Due emphasis will be given when planning activities to get them ready for the transition. At circle time, the teacher will discuss about what to expect in the new school and use stories and pictures from their school to familiarise the children. Parents are encouraged to bring in their new school's prospectus so that the teacher can talk about it with the child and we also encourage older siblings to visit in their uniform.

At Cranford we also welcome in the children's new teachers to build a relationships between old and new teachers. We believe this is one of the big transitions in the child's life and every effort is made to make it a happy and positive experience.

Our keyworkers and manager visit the schools reception teachers and classroom before the children start and after the child has started school we have a partnership with the school and teachers to visit the children if we feel this will benefit their transition.

### **Transition Document for Parents**

How to make the change easier for your child to cope with?

Starting school is a big leap for children and their parents, which is both exciting and daunting.

A change of environment and routine in any aspect of life can be unsettling for children and it's understandable that parents worry about how their child will cope with the transition from nursery to primary school, so it is a good idea to prepare the child and yourself for the change.

Helping your child with the transition to his/her school may minimize their stress enabling them to settle in to his/her school easier and quicker, giving them a head start when it comes to school learning and skills development.

The nursery and the school will play a huge role in preparing your child for this transition, but there are also things you can do to help. Some of them include:

- Finding out as much as you can about the school
- Talking about the new school with your child will help the child get used to the idea of going to a new place and meeting new people
- Learning the class' teachers names
- Familiarizing your child with the school building whenever you pass it
- Being positive about starting the school, reminiscing about what you enjoyed when you were at school

Good personal skills are much more important than knowing numbers and letters and you can encourage social skills such as sharing, turn taking, asking for help by giving guidance and plenty of opportunities to interact with children and adults.

Teaching your child to be more independent will help your child to cope in the new school environment. Important skills include:

- Fastening and undoing buttons and zips
- Putting on socks and shoes
- Using the toilet independently
- Turning on taps, washing and drying hands independently
- Tidying up after themselves
- Blowing her/his own nose

Some children may benefit from preparing a little booklet about their new school. This may include:

- a picture of the new school

- the school name
- the name of the head teacher and the class teacher
- visual time line for a school day
- things that the child may look forward to in her/his new school
- how to ask for help
- friends at school
- how will I travel to and from school
- school rules that help us know what to do and make a school a happy place
- how to make new friends e.g. smile, say hello, tell them your name, ask them their name, ask them what they like doing, tell them what you like doing, etc
- who to speak to if they worry about something

### **First Day**

Parents may also feel overwhelmed by the child's first day at school, pride but also some sadness that the child is growing up. Try not to show your child that you are feeling upset. The night before the big day, involve your child in making sure everything is ready. Keep your goodbyes brief when you arrive at the school. Smile and reassure her that you will collect her later, your child may cry but this usually does not last long as there are so many exciting things to do at school, and you can always phone the school later to ask how she he is settling in.

It is very important that you are on time or early when you collect your child at the end of the day as it can be distressing for the child if you are not there.