



Every Child is Included and Supported

Early Years to Primary School Transition Plan/Checklist

INCLUSION SUPPORT SERVICE

Appendix 3 (a)

Transition plan for (Name of child)		
Name of Early Years Centre		
Name of Primary school		
Name of Early Years contact person		
Name of Primary School contact person		
Comments		Tick when completed
Date arranged for parents to visit		
Parents given copy of school handbook and any specific Inclusion/ASD policies		
Staff liaison between establishments to in-gather information/photographs to construct a 'Moving On' booklet		
'Moving On' booklet given to parents		
Pre-5 staff complete a 'Communication Passport'		
All relevant reports gathered by Pre-5 staff (please list)		
Date(s) arranged for transition meeting(s)		
Dates arranged for CT to visit pre-5 establishment		
Dates arranged for transition visits for child		
Staff training needs identified		
Additional Comments:		