



Every Child is Included and Supported

Early Years to Primary One

Enhanced Transition Arrangements

INCLUSION SUPPORT SERVICE

Appendix 3 (d)

1 KEY DATES AND TIMESCALES

Year	Month	Activity/Process
Ante-Pre School Year	May-June	<ul style="list-style-type: none"> Identify pupils with additional support needs who will transfer in to P1 at the end of the next academic year. Identify pupils who would benefit from a deferred entry to Primary. Initial meeting with parents GCC Staged intervention guidelines should be implemented e.g. review meetings, discussion at Learning Community Staged Intervention and Inclusion meetings
Pre – school Year	September	<ul style="list-style-type: none"> (Multi-agency) Review to discuss child’s needs for enhanced transition to Mainstream Primary. Meeting to be held in Early Years establishment to reduce anxiety of parents If appropriate, there should be consideration of a move to an alternative pathway. In this case, a referral to the Learning Community JST should be made, ensuring the paperwork is completed and submitted at least one week before the JST meeting Links with receiving school made – parallel planning to take place In line with guidance in GCC Accessibility Policy, the nursery should complete and submit an AR1 form should adaptations/specialist equipment be required
Pre – school Year	November	<p>P1 Registration</p> <p>Schools notified of pupils with additional needs/alternative pathway who will be requiring an enhanced transition</p>
Pre-school Year	January	<ul style="list-style-type: none"> Multi-agency/planning meeting at receiving school Should a Grade 4 SflW be required, the receiving school should liaise directly with their Head of Service/HR requesting additionality. If a deferred entry to P1 is the preferred option for parents, the paperwork must be completed by January Additional transition visits are agreed and dates set for enhanced transition Staff training needs identified and planned for in receiving school
Pre-school	May	<ul style="list-style-type: none"> Early Years centres must pass on pupil information to the receiving Primary School/alternative provision and relevant agencies no later than three months prior to transition Progress reviewed on enhanced transition arrangements – catch up meeting for early years and primary personnel
P1	Sept/Oct	<ul style="list-style-type: none"> Post Placement Review of pupil; if required, a follow up meeting to be arranged in 6 weeks to review progress